

**2011**

**Judge Advocate Division,  
Headquarters US Marine Corps**

# **THE MILITARY JUSTICE CASE MANAGEMENT SYSTEM (CMS) DESKTOP MANUAL**

# Case Management System Desktop Manual

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## Chapter 1

### The Military Justice Case Management System Overview

**1. Introduction:** The Military Justice Case Management System (CMS) is an IBM Lotus Notes, web based program designed to: 1) provide staff judge advocates (SJA), OICs of Legal Service Support Sections (LSSS) and Directors of Law Centers with an oversight tool for military justice cases, 2) provide Navy Marine Corps Appellate Review Activity (NAMARA) visibility over Marine military justice cases triggering appellate review by the Navy Marine Corps Court of Criminal Appeals or the Judge Advocate General of the Navy, and 3) provide Judge Advocate Division (JAD), HQMC oversight of the service level military justice mission from cradle to grave.

#### 2. Navigating CMS and terminology:

**a. Home page:** When military justice personnel log-on to CMS, the home page displays the various sections, reports and forms available to the user. See the screen below:

[Create New Military Justice Case](#)  
[Create New Court Reporter Misc Case](#)  
[Advanced Search](#)

**Military Justice**  
By Command

**Court Reporter**  
By Command

**Review**  
By Command

**NAMARA**  
Inbound By Command

**Post Trial**  
Delay (90 Days)

**Completed Cases**  
Art. 64 Cases

**Adhoc Reports**  
QCAR

**Summary Courts-Martial**  
Military Justice - By Command

**Archives**  
Camp Pendleton

**CMS Updates**  
10 May 2011 - There is an additional Excludable Delay field that hides the Excludable Delay Button and also has validation on the Disposition Date. You must select "Yes" or "No" for the Excludable Delay field to show the button and open the Disposition Date field for entry. There is now a second Motions date available for use. The Arraignment Date is now called the "Arraignment/MFD Date" (Motion for Docketing).  
20 Apr 2011 - You can no longer archive GCM Acquittals that have a date of disposition. These cases must be reviewed by NAMARA therefore only NAMARA can archive a GCM acquittal once the case has a date of disposition.  
15 Feb 2011 - The VMAP Page has been updated with validation that requires the Law Centers to enter if there were victims or witnesses and enter the certifying official that discussed their rights with them. These fields are mandatory and you can not enter the disposition information until these fields are entered. Also, there is a pop up that reminds the Marines about this information on the VMAP certifying official field.  
NBCD SPCM cases under the Article 64 tab now have the ability to enter the dates the ROT is served on the Accused/DC and the date the JAR is served on the Accused/DC  
02 FEB 2011 - Forward Case option has been added under the Pick Command button on the Accused Information Tab under Military Justice. Forward cases will appear in views with

**b. Categories:** Users may track their cases on CMS by looking at reports under eight different categories: Military Justice, Court Reporter, Review, NAMARA, Post-trial, Summary courts-martial, Reports and Archives, as shown on the screen above.

- c. **Reports:** Each category contains various reports. For example, the Military Justice\ By Command Report appears below:

**Military Justice\By Command**

**Forms** New Military Justice Case Form

**Reports** QCAR  NAMARA Inbound By Command

**Post Trial** Delay (90 Days)

**Summary Court-Martial** Military Justice - By Command

**Completed Cases** Art. 64 Cases

**Icon Legend:**

**Military Justice Views**

- Case is being tried forward
- 707 Clock is over 89 Days
- Art. 62 Interlocutory Appeal

**Court Reporter Views**

- Case is being tried forward
- Moreno 1 Clock is over 44 days

**Review Views**

- Case is being tried forward
- Moreno 1 Clock is over 89 days
- Moreno 1 Clock is over 119 days
- Over 14 days after CAA signed to received at NAMARA
- Over 29 days after CAA signed to received at NAMARA

**NAMARA/Post Trial Views**

- Case is being tried forward
- Moreno 1 Clock is over 89 days
- Moreno 1 Clock is over 119 days
- Over 14 days after CAA signed to docketed at NAMARA
- Over 29 days after CAA signed to docketed at NAMARA

Name	Rank	Unit	Court Type	TC	DC	Charges	RLS	Pref	Ref	Pre Trial Con Res	Type	Arr 3/ED	707 Clock	Excl Del	Docketed	Remarks
<b>29 Palms</b>																
<b>1st MarDiv</b>																
Dickens, TD	LCpl	7th Marines, 1/7	SPCM	1st	BLA	Art. 92(1) x1,	12/07/2010	04/07/2011	04/12/2011				70	N		PTA submitted 1 June
Dalton, WC	LCpl	7th Marines, 1/7	SPCM	1st	3da	Art. 92(1) x1,	12/07/2010	04/07/2011	04/12/2011				70	N		
Villars, Jr.	LCpl	7th Marines, 1/7	SPCM	1st	3da	Art. 92(1) x2, Art. 128(1) x2,	12/07/2010	04/07/2011	04/12/2011				70	N		
Gutierrez, MIA	PFC	3d AA Bn, D Company	SPCM	1st	Cap	Art. 121(3) x5,	12/20/2010	01/18/2011	02/18/2011				03/07/2011	48	N	NGM - 14 Jun 11
Moore, G	LCpl	3d LAR Bn, N/A	GCM	1st	Cap	Art. 78 Art. 112a(2) x, Art. 134(60) x,	12/22/2010	12/22/2010	03/25/2011	12/17/2010	C	04/14/2011	87	Y		NGM - 1 Aug 11
<b>Camp Lejeune</b>																
<b>24 MacDiv</b>																
Dalton, WC	Cpl	6th Marines, 2/6	GCM	MAJ	Lib	Art. 118(2) x1,	07/27/2010	08/05/2010	12/01/2010	07/23/2010	R	01/07/2011	45	Y	06/16/2011	PEND TRL 16-25 JUN
Blair, SC	1st Lt	6th Marines, -	GCM	MAJ	MAJ COL	Art. 80(1) x1, Art. 128(1) x1, Art. 107(1) x1,	08/23/2010	11/23/2010	05/09/2011				118	Y		PEND ARR
Dalton, RW	Cpl	2d LAR Bn, N/A	GCM	CHA	HOO	Art. 120(33) x1, Art. 128(2) x1, Art. 134(69)(1) x1,	08/31/2010	09/23/2010	01/28/2011	08/27/2010	C	02/09/2011	116	Y	06/16/2011	PEND PTA @ DIV TR 16 Jun
Brinkley, WL	Cpl	8th Marines, 3/8	Article 32	1ST	CAP	Art. 80(1) x4,	10/18/2010	04/26/2011	05/05/2011				51	N		PEND ART 32 10 JUN / 10 CAPT MCDUGGARY
Tanner, Jr., CL	LCpl	6th Marines, 1/6	SPCM	CAP	Lt	Art. 121(3) x1,	11/01/2010	03/04/2011	03/21/2011				22	Y		PTA APPROVD 21 APR

Additionally, there are two ad hoc reports that may be generated by entering a date range under the Ad hoc Report Category.

- d. **Forms:** Users create a new case by clicking on “Create a New Military Justice Case” or “Create a New Court Reporter Misc Case,” as shown on the screen above, and entering data about the case into the appropriate forms. There are several tabs that open new forms under each category for each new case. The first form for a new military justice case, “**Accused Information**,” appears on the screen below. You must enter all the required information in the first form before proceeding to the follow-on forms. Required fields are listed below in Chapter 3.

https://ja.hqi.usmc.mil/Case\_Management\_System.nsf - Microsoft Internet Explorer provided by NMCI

https://ja.hqi.usmc.mil/Case\_Management\_System.nsf

File Edit View Favorites Tools Help

Home Feeds (1) Print Page Tools

Save and Close Cancel

Military Justice Court Reporters Review/Post Trial

Accused Information Case Information VWAP Court Personnel Referral Referral Art. 32 PTA/SILT Findings Disposition

Last Name First Name MI Service Rank

SSN MOS AFABBD EAS Race Gender

Pick Command

Site Command Unit Sub Unit Legal Team Forward Case?

Pretrial Restraint? No Type: Total Days in Pre-Trial Restraint: 0

IHCA? No

Save and Close

Case Year 2011

Created By: Breven Parsons Date Created: 03/01/2011

Last Edited By: Breven Parsons Date Last Edited: 03/01/2011

Archive No Destroy Date

Done Internet

- f. **Fields:** Users enter data under the “fields” displayed on each form. The chapters below provides a detailed list of all of the fields that CMS tracks for every case. Some fields are locked due to the requirement for previous fields to be completed. If you cannot fill in a field it is because you did not fill in a prior required field or you need to refresh the window. Refresh the window by clicking on a different tab and then re-entering the current tab.

### 3. Workflow:

- a. Initial entry: Local military justice, court **reporter and review** offices are responsible for assigning and training personnel to provide required data for CMS capture.
- b. Categories.
  - 1) Military Justice: Most CMS cases start as a new military justice case as detailed in Chapter 2 below. The local military justice office is responsible for accurately entering data immediately upon receipt of a request for legal services (RLS) or information indicating an accused servicemember has been placed in pretrial confinement. Clerks continue to enter relevant information into CMS for all phases of the trial.
  - 2) Court Reporter: At the conclusion of the trial phase, the military justice category will transfer the case to the court reporter section, which has responsibility for the case until the authenticated ROT and the date the court reporter section enters as the date sent to review in the appropriate date field.
  - 3) Review: After the court reporter section enters the date the case is sent to review, the Review section is responsible for the case until NAMARA confirms to the Review section that the case has been received by entering the date Received at NAMARA. The Review Officer, responsible SJA and HQMC are able to monitor the case throughout this process.
  - 4) NAMARA: Only NAMARA is permitted to enter data in this category including the Date Received by NAMARA. Once the date received by NAMARA is entered the case moves from the Review report to the NAMARA report. NAMARA then retains responsibility for the case until a supplemental court-martial order is signed.
  - 5) Summary Courts-Martial: This category contains three reports: 1) Military Justice (Legal) – captures cases that a unit sends an RLS to the LSSS/Law Center requesting service on a military justice case from its inception through completion (preferral of charges through the review process), the MJO clerks will enter the case as a new Military Justice case under Summary court-martial; 2) Review (Legal) - cases from the first report automatically move to this report when the disposition date is entered; and 3) Review (Unit) – captures cases where a unit is only requesting post-trial review of a summary court-martial (i.e. the unit performed entire pre-trial and trial process without MJO assistance so case was not originally entered by MJO). The first report also includes cases originating in other forums.
  - 6) Post-trial: There are 5 reports under this category, which capture various data points for efficiency and end of year reporting. These include the Military Justice Oversight Committee (MJOC) Report, the Moreno 1 report, the Moreno 1 and 2 report, the Delay (90 Days report) and the Article 69(a) report.

- 7) Completed: This category captures cases where post-trial review or other post-trial actions are complete (acquittal filed, etc.).
- 8) Archives: This category is made up of the data previous to the 2010 version of CMS.

## Chapter 2

### Reports

1) **Military Justice:** The Military Justice category has four reports:

- a. **By Command** – This report displays all cases under the military justice section sorted by the command. The following are the column headers and what each column represents:

**Military Justice\By Command**

**IconLegend:**

**Military Justice Views**

- Case is being tried forward
- 707 Clock is over 89 Days
- Art. 62 Interlocutory Appeal

**Court Reporter Views**

- Case is being tried forward
- Moreno 1 Clock is over 44 days

**NAMARA/Post Trial Views**

- Case is being tried forward
- Moreno 1 Clock is over 89 days
- Moreno 1 Clock is over 119 days
- Over 14 days after CAA signed to received at NAMARA
- Over 29 days after CAA signed to received at NAMARA

Name	Rank	Unit	Court Type	TC	DC	Charges	RLS	Pref	Ref	PreTrial Con Res	Type	Arr/MFD	707 Clock	Extl Del	Docketed	Remarks
Dickens, TD	LCpl	7th Marines, 1/7	SPCM	1st	BLA	Art. 92(1) x1,	12/07/2010	04/07/2011	04/12/2011				70	N		PTA submitted 1 June
Dole, WS	LCpl	7th Marines, 1/7	SPCM	1st	MAJ	Art. 92(1) x1,	12/07/2010	04/07/2011	04/12/2011				70	N		
Villanar, Jr.	LCpl	7th Marines, 1/7	SPCM	1st	MAJ	Art. 92(1) x2, Art. 128(1) x2,	12/07/2010	04/07/2011	04/12/2011				70	N		
Guisasa, MA	PFC	3d LAR Bn, D Company	SPCM	1st	Cap	Art. 121(3) x5,	12/20/2010	01/18/2011	02/18/2011				03/07/2011	48	N	NO-M - 14 Jun 11
Moon, G	LCpl	3d LAR Bn, N/A	GCM	1st	Cap	Art. 78 Art. 112a(2) x, Art. 134(60) x,	12/22/2010	12/22/2010	03/25/2011	12/17/2010	C	04/14/2011	87	Y		NO-M - 1 Aug 11
Dale, WC	Cpl	6th Marines, 2/6	GCM	MAJ	Lib	Art. 118(2) x1,	07/27/2010	08/09/2010	12/01/2010	07/23/2010	R	01/07/2011	45	Y		06/16/2011 PEND TRL 16-25 JUN
Blair, SC	1st Lt	6th Marines, -	GCM	MAJ	MAJ COL	Art. 80(1) x1, Art. 128(1) x1, Art. 107(1) x1,	08/23/2010	11/23/2010	05/09/2011				118	Y		PEND ARR
Dale, BW	Cpl	3d LAR Bn, N/A	GCM	CHA	HOO	Art. 120(33) x1, Art. 128(2) x1, Art. 134(60) x1,	08/31/2010	09/23/2010	01/28/2011	08/17/2010	C	02/09/2011	116	Y		06/16/2011 PEND PTA @ DIV TR 16 Jun
Brinkley, WA	Cpl	8th Marines, 3/8	Article 32	1ST	CAP	Art. 80(1) x4,	10/18/2010	04/26/2011	05/05/2011				51	N		PEND ART 32 10 JUN / JO CAPT MCOUGAN
Tanner, Jr., CW	LCpl	6th Marines, 1/6	SPCM	CAP	Lt	Art. 121(3) x1,	11/01/2010	03/04/2011	03/21/2011				22	Y		PTA APRVD 21 APR

- 1) **Site** – The location where the case is being processed.
- 2) **Command** - The first general court-martial convening authority (GCMCA) in the accused's chain of command.
- 3) **Name** – The name of the accused.
- 4) **Rank** – The rank of the accused.
- 5) **Unit** – The unit of the accused. The Special Court-Martial convening authority.
- 6) **Court Type** – The type of court for the case.
- 7) **TC** – The first three letters of the trial counsel's last name.
- 8) **DC** – The first three letters of the defense counsel's last name.



- 9) **Charges** – The charges in the case and number of specifications.
  - 10) **RLS** – The date the request for legal services was received by the military justice office.
  - 11) **Pref** – The date of the preferral.
  - 12) **Ref** – The date of the referral.
  - 13) **PreTrial Con/Res** – The date the accused went into the current restraint. If the accused is released this field will show the date of the initial restraint.
  - 14) **Type** – The type of restraint. “C” is for confinement, “R” is for restriction, “L” is for conditions on liberty, “A” is for Arrest, and “I” is for In the hands of civilian authorities. The type only shows up if the accused is currently restrained.
  - 15) **Arr/MFD** - Enter either the date any motion for docketing (MFD) is approved by the military judge or the date the accused is arraigned, whichever is earlier.
  - 16) **707 Clock** – The Rule for Courts-Martial (RCM) 707 clock in days: date from preferral or entry into pretrial confinement to the current date minus total number of days of excludable delay entered into the system.
  - 17) **Excl Del** – Excludable Delay: “Y” = “yes” there are days of excludable delay. “N” = “no” there are no days of excludable delay. Examples of days which are typically excluded from the RCM 707 clock include continuance time, RCM 706 hearing time, etc. The military justice officer should verify that days count as excludable delay and instruct the clerks to enter the appropriate period of delay.
  - 18) **Docketed** – The date of the trial.
  - 19) **Remarks** – Any remarks made by the military justice section.
- b. **By Court Type** – This report displays all cases in military justice sorted by the type of court-martial. The column headers are the same as the By Command Type report, except the Court Type column appears first.

https://ja.hqi.usmc.mil/case\_management\_system(updated).nsf - Microsoft Internet Explorer provided by NMCI

https://ja.hqi.usmc.mil/case\_management\_system(updated).nsf

File Edit View Favorites Tools Help

https://ja.hqi.usmc.mil/case\_management\_system(up...

Military Justice  
By Command Go  
Court Reporters  
By Command Go  
Review  
By Command Go

### Military Justice\By Court Type

Forms  
New Military Justice Case Form Go  
Reports  
QCAR Go  
NAMARA  
Inbound By Command Go

Post Trial  
Delay (90 Days) Go  
Summary Court-Martial  
Military Justice - By Command Go  
Completed Cases  
Art. 64 Cases Go

**Icon Legend:**

**Military Justice Views**

- Case is being tried forward
- 707 Clock is over 89 Days
- Art. 62 Interlocutory Appeal

**Court Reporter Views**

- Case is being tried forward
- Moreno 1 Clock is over 44 days

**Review Views**

- Case is being tried forward
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- Over 29 days after CAA signed to received at NAMARA

**NAMARA/Post Trial Views**

- Case is being tried forward
- Moreno 1 Clock is over 89 days
- Moreno 1 Clock is over 119 days
- Over 14 days after CAA signed to docketed at NAMARA
- Over 29 days after CAA signed to docketed at NAMARA




Name	Rank	Cmd	Unit	TC	DC	Charges	RLS	Prer	Ref	PreTrial Con Res	Type	Arr/MFD	707 Clock	Excl Del	Docketed	Remarks
<b>29 Palms</b>																
<b>OCM</b>																
Moore, G	LCpl	1st	3d LAR Bn, N/A	1st	Cap	Art. 78 Art. 112a(2) x, Art. 134(80) x,	12/22/2010	12/22/2010	03/25/2011	12/17/2010	C	04/14/2011	87	Y		NO M - 1 Aug 11
<b>SPCM</b>																
Villanar Jr.	LCpl	1st	7th Marines, 1/7	1st	Maj	Art. 92(1) x1, Art. 128(1) x1,	12/07/2010	04/07/2011	04/12/2011				70	N		
Dolan, WS	LCpl	1st	7th Marines, 1/7	1st	Maj	Art. 92(1) x1,	12/07/2010	04/07/2011	04/12/2011				70	N		
Dickens, TD	LCpl	1st	7th Marines, 1/7	1st	BLA	Art. 92(1) x1,	12/07/2010	04/07/2011	04/12/2011				70	N		PTA submitted 1 June
Quintana, MA	PFC	1st	3d AA Bn, D Company	1st	Cap	Art. 121(3) x6,	12/20/2010	01/18/2011	02/18/2011			03/07/2011	48	N		NO M - 14 Jun 11
<b>Camp Lejeune</b>																
<b>Article 32</b>																
Brinkley, WL	Cpl	2d	8th Marines, 3/8	1ST	CAD	Art. 80(1) x4,	10/18/2010	04/26/2011	05/05/2011				51	N		PEND ART 32 10 JUN / 30 CAPT MCCOUGAN
<b>OCM</b>																
Dillon, WC	Cpl	2d	6th Marines, 2/6	MAJ	LtB	Art. 118(2) x1,	07/27/2010	08/05/2010	12/01/2010	07/23/2010	R	01/07/2011	45	Y	06/16/2011	PEND TRL 16-25 JUN
Bair, SC	1st Lt	2d	6th Marines, -	MAJ	MAJ COL	Art. 80(1) x1, Art. 128(1) x1, Art. 107(1) x1,	08/23/2010	11/23/2010	05/09/2011				118	Y		PEND ARR
Dillon, BW	Cpl	2d	2d LAR Bn, N/A	CHA	HOO	Art. 120(33) x1, Art. 128(2) x1, Art. 134(80)(1) x1,	08/31/2010	09/23/2010	01/28/2011	08/27/2010	C	02/09/2011	116	Y	06/16/2011	PEND PTA @ DIV TR 16 Jun
<b>SPCM</b>																
Tanner Jr., CL	LCpl	2d	6th Marines, 1/6	CAP	Lt	Art. 121(3) x1,	11/01/2010	03/04/2011	03/21/2011				22	Y		PTA APRVD 21 APR

Done

Internet 100%

- c. Forward Cases – This report displays cases that are in the military justice section and have been marked in the command section of the Accused information as being tried at the forward unit. Please see the “Military Justice/By Command” report for the explanation of the columns.
- d. Dispo Last 7 Days – This report displays cases that had a date of disposition in the last seven days. Please see the “Military Justice/By Command” report for the explanation of the columns.

The following icons may appear on the left hand side of the Military Justice reports:

-  **- Forward Deployed** (The bomb appears when a case is marked as being handled by a forward deployed LSSS or legal team)
-  **- RCM 707 Clock over 89 Days** (The clock appear if the RCM 707 Clock is over 89 Days without an arraignment or motion for docketing)
-  **- Art. 62 Interlocutory Appeal** (The lock will appear if the case is marked “yes” as being an interlocutory Appeal Case). This means the government has appealed a ruling from the military judge while the case is in the trial phase.

2) **Court Reporters:** At the completion of a trial, the military justice clerk will enter the case disposition date transferring the case in CMS to the Court Reporter category. There are three reports in the Court Reporters category:

- a. By Command – This report displays all cases under the responsibility of the Court Reporter office sorted by the command. The following are the column headers and what each column means:

https://ja.hqi.usmc.mil/case\_management\_system(updated).nsf - Microsoft Internet Explorer provided by NMCI

https://ja.hqi.usmc.mil/case\_management\_system(updated).nsf

File Edit View Favorites Tools Help

https://ja.hqi.usmc.mil/case\_management\_system(up...

Military Justice

By Command

Go

Court Reporters

By Command

Go

Review

By Command

Go

IconLegend:

Military Justice Views

Case is being tried forward

707 Clock is over 89 Days

Art. 62 Interlocutory Appeal

Court Reporter Views

Case is being tried forward

Moreno 1 Clock is over 44 days

Court Reporter\By Command

Forms

New Military Justice Case Form

Go

Reports

QCAR

Go

NAMARA

Inbound By Command

Go

Review Views

Case is being tried forward

Moreno 1 Clock is over 89 days

Moreno 1 Clock is over 119 days

Over 14 days after CAA signed to received at NAMARA

Over 29 days after CAA signed to received at NAMARA

NAMARA/Post Trial Views

Case is being tried forward

Moreno 1 Clock is over 89 days

Moreno 1 Clock is over 119 days

Over 14 days after CAA signed to docketed at NAMARA

Over 29 days after CAA signed to docketed at NAMARA

Post Trial

Delay (90 Days)

Go

Summary Court-Martial

Military Justice - By Command

Go

Completed Cases

Art. 64 Cases

Go

Name	Court Type	Unit	Review Type	Disposition Date	Hours	Reporter	Scriptist/ Date to Trans	Days w/ Scriptist	Supervisor/ Date to Supervisor	Days to Trans	TC	Date To TC	Days with TC	MJ/ Date to MJ	Days with MJ	Auth Date	Days to Auth	Post Trial Clock	Remarks	
29 Palms										41										
1st M&D																				
Maver, JD	SPCM	7th Marines	Art. 64 Review	04/18/2011	22.3	JEV	Sha 05/11/2011	21	Gor 06/01/2011	45	Lt	06/02/2011	6	Col	06/02/2011	11	06/08/2011	51	59	
Pate, R...	SPCM	11th Marines	Art. 66 Review	04/27/2011	1.16	Pau	Sha 05/25/2011	22		36	Cap	06/02/2011	4	LtC	06/07/2011	9		50	50	
Beaufort										23										
24 MAW										23										
Quint, MD	SPCM	MAO 31	Art. 64 Review	05/24/2011	6.15	Koe	Mel 05/31/2011	16		23	Cap			Maj			23	23		
Camp Lejeune										28										
24 M&D										28										
Uble, AJ	SPCM	8th Marines	Art. 66 Review	05/17/2011	4.22	VAN	VAN 05/24/2011	23		30	CAP						30	30		
Martin, JA	GCM	6th Marines	Art. 66 Review	03/24/2011	3.26	VAN	VAN 04/04/2011	79		34	CAP	04/27/2011	22		24		84	84	TO DC: 20 MAY 2011	
Lewis, TS	SPCM	8th Marines	Art. 64 Review	05/12/2011	2.5	BUR	BUR 05/17/2011	30		35	CAP						35	35		
Incandella, CI	SPCM	10th Marines	Art. 64 Review	06/02/2011	1.04	NOL	NOL			14	CAP						14	14		
7										31										

Samantha Stone

Save on Exchange 2010 migrations. Calculate now.

Our free online, cloud-based email solution will save you a fortune.

- 1) **Site** – The location where the case is being processed.
- 2) **Command** - The first general court-martial convening authority (GCMCA) in the accused's chain of command.
- 3) **Name** – The name of the accused.
- 4) **Court Type** – The type of court for the case.
- 5) **Unit** – The unit of the accused. The Special Court-Martial convening authority.
- 6) **Review Type** – The type of review required under the Uniform Code of Military Justice (UCMJ) under articles 64, 66, or 69(a). Article 64 cases are reviewed locally by a judge advocate. Article 66 cases are reviewed by the Navy and Marine Corps Court of Criminal Appeals (NMCCA). Article 69(a) cases are reviewed by the Judge Advocate General.
- 7) **Disposition Date** – The date of the disposition.

- 8) **Hours** – The hours in the court room.
- 9) **Reporter** – The first three letters of the court reporter’s last name.
- 10) **Scopist/Date to Trans** – The first three letters of the scopist/transcriber’s last name and the date the scopist/transcriber receives the draft transcript and audio file for transcription.
- 11) **Days w/ Scopist** – The number of days the case is with the scopist for transcription. This count starts from the day the scopist receives the case for transcription to the day the scopist passes the draft record of trial to the supervisor.
- 12) **Supervisor/Date to Supervisor** – The first three letters of the supervisor’s last name and the date the supervisor received the draft record of trial for quality check.
- 13) **Days to Trans** – The total days to transcribe the record of trial from the date of disposition to the date it is sent to the trial counsel.
- 14) **TC/Date to TC** – The first three letters of the trial counsel’s last name and the date the trial counsel received the record of trial for approval.
- 15) **Days with TC** – The number of days the trial counsel has the record of trial for review.
- 16) **MJ/Date to MJ** – The first three letters of the military judge’s last name and the date the military judge received the record of trial for approval.
- 17) **Days with MJ** – The number of days the military judge has the record of trial for review.
- 18) **Auth Date** – The date the record of trial is authenticated.
- 19) **Days to Auth** – The number of days for the record of trial to be authenticated from the date of disposition.
- 20) **Post Trial Clock** – The “Moreno 1” day count. This calculates the number of days from the date of disposition until the convening authority’s action is signed.
- 21) **Remarks** – Any remarks made by the court reporters section.

- b. By Court Type – This report displays all cases, which currently fall under the responsibility of the Court Reporter’s office sorted by the type of court-martial. The following are the column headers and what each column means:

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**Court Reporter/By Court Type**

Military Justice By Command Go

Court Reporters By Command Go

Review By Command Go

**Icon Legend:**

**Military Justice Views**

- Case is being tried forward
- 707 Clock is over 89 Days
- Art. 62 Interlocutory Appeal

**Court Reporter Views**

- Case is being tried forward
- Moreno 1 Clock is over 44 days

**Review Views**

- Case is being tried forward
- Moreno 1 Clock is over 89 days
- Moreno 1 Clock is over 119 days
- Over 14 days after CAA signed to received at NAMARA
- Over 29 days after CAA signed to received at NAMARA

**NAMARA/Post Trial Views**

- Case is being tried forward
- Moreno 1 Clock is over 89 days
- Moreno 1 Clock is over 119 days
- Over 14 days after CAA signed to docketed at NAMARA
- Over 29 days after CAA signed to docketed at NAMARA

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Completed Cases Art. 64 Cases Go

Name	Command	Unit	Review Type	Disposition Date	Hours	Reporter	Scriptist	Date to Trans	Days w/ Scriptist	Supervisor	Date to Supervisor	Days to Trans	TC	Date To TC	Days with TC	MJ	Date to MJ	Days with MJ	Auth Date	Days to Auth	Post Trial Clock	Remarks	
29 Palms												41											
2 SPCM												41											
! Mawr ID	1st MacDiv	7th Marines	Art. 64 Review	04-18-2011	22.3	JBY	Sha	05-11-2011	21	Oor	04-01-2011	45		Lt	06-02-2011	6	Col	06-02-2011	11	06-08-2011	51	59	
! Pate N...	1st MacDiv	11th Marines	Art. 66 Review	04-27-2011	1.16	Pau	Sha	05-25-2011	22			36		Cap	06-02-2011	4	LtC	06-07-2011	9		50	50	
1 Beaufort												23											
1 SPCM												23											
Quinn ID	2d MAW	MAAG 31	Art. 64 Review	05-24-2011	6.15	Koe	Nel	05-31-2011	16			23		Cap			Maj			23	23		
4 Camp Lejeune												28											
1 GCM												34											
! Mawr JA	2d MacDiv	6th Marines	Art. 66 Review	03-24-2011	3.26	VAN	VAN	04-04-2011	73			34		CAP	04-27-2011	22		05-23-2011	24		84	84	TO DC: 20 MAY 2011
3 SPCM												26											
! Mawr AM	2d MacDiv	8th Marines	Art. 66 Review	05-17-2011	4.22	VAN	VAN	05-24-2011	23			30		CAP							30	30	
! Mawr TS	2d MacDiv	8th Marines	Art. 64 Review	05-12-2011	2.5	BUR	BUR	05-17-2011	30			35		CAP							35	35	
! Mawr CJ	2d MacDiv	10th Marines	Art. 64 Review	06-02-2011	1.04	NOL	NOL					14		CAP							14	14	
7												31											

Done



Internet 100%

- Site** – The location where the case is being processed.
- Court Type** – The type of court for the case.
- Name** – The name of the accused.
- Command** - The first general court-martial convening authority (GCMCA) in the accused’s chain of command.
- Unit** – The unit of the accused. The Special Court-Martial convening authority.
- Review Type** – The type of review required under the Uniform Code of Military Justice (UCMJ) under articles 64, 66, or 69(a). Article 64 cases are reviewed locally by a judge advocate. Article 66 cases are reviewed by the Navy and Marine Corps Court of Criminal Appeals (NMCCA). Article 69(a) cases are reviewed by the Judge Advocate General.
- Disposition Date** – The date of the disposition.
- Hours** – The hours in the court room.
- Reporter** - The first three letters of the court reporters last name.

- 10) **Scopist/Date to Trans** – The first three letters of the scopist/transcriber’s last name and the date the scopist/transcriber received the case for transcription.
- 11) **Days w/ Scopist** – This count starts from the day the scopist receives the case for transcription to the day the scopist passes the draft record of trial to the supervisor.
- 12) **Supervisor/Date to Supervisor** – The first three letters of the supervisor’s last name and the date the supervisor received the draft record of trial for quality check.
- 13) **Days to Trans** – The total days to transcribe the record of trial from the date of disposition to the date sent to the trial counsel.
- 14) **TC/Date to TC** – The first three letters of the trial counsel’s last name and the date the trial counsel received the record of trial for approval.
- 15) **Days with TC** - The number of days the trial counsel has the record of trial for review.
- 16) **MJ/Date to MJ** - The first three letters of the military judge’s last name and the date the military judge received the record of trial for approval.
- 17) **Days with MJ** - The number of days the military judge has the record of trial for review.
- 18) **Auth Date** – Date the record of trial is authenticated.
- 19) **Days to Auth** – The number of days it took for the record of trial to be authenticated from the date of disposition.
- 20) **Post Trial Clock** – The “Moreno 1” day count. This calculates the number of days from the date of disposition until the convening authority’s action is signed.
- 21) **Remarks** – Any remarks made by the court reporters section.

- c. **Forward Cases** – This report displays cases that are in the court reporter category and have been marked as tried at a forward unit. Please see the “Court Reporter/By Command” report for the explanation of the columns.

The following icons will show on the left hand side of the Court Reporter reports:

-  - **Forward Deployed** (The bomb will show up if a case is marked as being a forward case)
-  - **Moreno 1 Clock is over 44 days**



- 8) **Time in Review** – The number of days the case spends in the review section before received by NAMARA.
- 9) **Disposition Date** – The date of the disposition.
- 10) **Date to Review** – The date the case is sent to review.
- 11) **ROT Served** – The date the record of trial is served the defense counsel/accused.
- 12) **SJAR to SJA** – The date the SJAR is sent to the SJA.
- 13) **SJAR Signed** – The date the SJAR is signed by the SJA.
- 14) **SJAR to Review** – The date the SJAR is sent to the review section.
- 15) **DC Served SJAR** - The date the defense counsel is served the SJAR.
- 16) **CAA to Unit** – The date the convening authority’s action is sent to the unit.
- 17) **CAA Signed** – The date the convening authority’s action is signed.
- 18) **Sent to NAMARA** – The date the case is sent to NAMARA.
- 19) **Post Trial Clock** – Counts the days from the date of disposition until the record is docketed at NMCCA.
- 20) **NAMARA Received** – The date NAMARA physically receives the case.
- 21) **Remarks** – The remarks made by the review section.

- b. **By Court Type** – This report displays all cases in the review section sorted by the type of court-martial. The following are the column headers and what each column means:



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Military Justice

By Command

Go

Court Reporters

By Command

Go

Review

By Command

Go

Icon Legend:

Military Justice Views

• - Case is being tried forward

• - 707 Clock is over 89 days

• - Art. 62 Interlocutory Appeal

Court Reporter Views

• - Case is being tried forward

! - Moreno 1 Clock is over 44 days

Review/By Court Type

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7

▼ 29 Palms

▼ GCM

Reidy, SP

Pvt

1st MarDiv

3d LAR Bn

Art. 66

Review

28

04/07/2011

05/19/2011

05/26/2011






</

- Site** – The location where the case is being processed.
- Court Type** – The type of court.
- Name** – The name of the accused.
- Rank** – The rank of the accused.
- Command** - The first general court-martial convening authority (GCMCA) in the accused's chain of command.
- Unit** – The unit of the accused. The Special Court-Martial convening authority.
- Review Type** – The type of review required under the Uniform Code of Military Justice (UCMJ) under articles 64, 66, or 69(a). Article 64 cases are reviewed locally by a judge advocate. Article 66 cases are reviewed by the Navy and Marine Corps Court of Criminal Appeals (NMCCA). Article 69(a) cases are reviewed by the Judge Advocate General.
- Time in Review** – The number of days the case spends in the review section before received by NAMARA.
- Disposition Date** – The date of the disposition.
- Date to Review** – The date the case is sent to review.
- ROT Served** – The date the record of trial is served the defense counsel/accused.
- SJAR to SJA** – The date the SJAR is sent to the SJA.

- 13) **SJAR Signed** – The date the SJAR is signed by the SJA.
- 14) **SJAR to Review** – The date the SJAR is sent to the review section.
- 15) **DC Served SJAR** - The date the defense counsel is served the SJAR.
- 16) **CAA to Unit** – The date the convening authority’s action is sent to the unit.
- 17) **CAA Signed** – The date the convening authority’s action is signed.
- 18) **Sent to NAMARA** – The date the case is sent to NAMARA.
- 19) **Post Trial Clock** – Counts the days from the date of disposition until the record is docketed at NMCCA.
- 20) **NAMARA Received** – The date NAMARA physically receives the case.
- 21) **Remarks** – The remarks made by the review section.

- c. Forward Cases – This report displays cases that are in the review section and have been marked tried at the forward unit. Please see the “Review/By Command” report for the explanation of the columns.

The following icons will show on the left hand side of the Review reports:

-  - **Forward Deployed** (The bomb will show up if a case is marked as a forward case)
-  - **Moreno 1 Clock is over 89 days**
-  - **Moreno 1 Clock is over 119 days**
-  - **Over 14 days after CAA to Receipt at NAMARA**
-  - **Over 29 days after CAA to Receipt at NAMARA**

4) **NAMARA:** The NAMARA category has four reports (covering cases that meet the Article 66 and Article 69 review criteria):

- a. Inbound By Command – This report displays all cases that require either an Article 66 or 69(a) Review sorted by the command. Once it is determined that the case requires a review it will show up in this report to allow NAMARA to have oversight of inbound cases. See the “Review/By Command” report for the explanation of the columns.

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By Command

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Court Reporters

By Command

Go

Review

By Command

Go

IconLegend:

Military Justice Views

- Case is being tried forward

- 707 Clock is over 89 Days

- Art. 62 Interlocutory Appeal

Court Reporter Views

- Case is being tried forward

- Moreno 1 Clock is over 44 days

NAMARA Inbound By Command

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NAMARA

Inbound By Command

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Review Views

- Case is being tried forward

- Moreno 1 Clock is over 89 days

- Moreno 1 Clock is over 119 days

- Over 14 days after CAA signed to received at NAMARA

- Over 29 days after CAA signed to received at NAMARA

NAMARA/Post Trial Views

- Case is being tried forward

- Moreno 1 Clock is over 89 days

- Moreno 1 Clock is over 119 days

- Over 14 days after CAA signed to docketed at NAMARA

- Over 29 days after CAA signed to docketed at NAMARA

Post Trial

Delay (90 Days)

Go

Summary Court-Martial

Military Justice - By Command

Go

Completed Cases

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Go

Name	Rank	Court	Type	Unit	Review	Time in	Disposition	Date to	ROT	SJAR to	SJAR	SJAR to	DC Served	CAA to	CAA	Sent to	Post	NAMARA	Remarks
					Type	Review		Review	Served	SJA	Signed	Review	SJAR	Unit	Signed	NAMARA	Trial	Received	
8	▼ 29 Palms																		
7	▼ 1st MAW																		

- b. Inbound By Court Type – This report displays all cases that require either an Article 66 or 69(a) Review sorted by the court type. Once it is determined that the case requires a review it will show up in this report to allow NAMARA to have sight on inbound cases. Please see the “Review/By Court Type” report for the explanation of the columns.

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Military Justice

By Command

Court Reporters

By Command

Review

By Command

**Icon Legend:**

**Military Justice Views**

  - Case is being tried forward
  - 707 Clock is over 89 Days
  - Art. 62 Interlocutory Appeal

**Court Reporter Views**

  - Case is being tried forward
  - Moreno 1 Clock is over 44 days

Court Type

## NAMARA\Art. 66 at NAMARA

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New Military Justice Case Form

Reports

QCAR

NAMARA

Inbound By Command

Review Views

  - Case is being tried forward
  - Moreno 1 Clock is over 89 days
  - Moreno 1 Clock is over 119 days
  - Over 14 days after CAA signed to received at NAMARA
  - Over 29 days after CAA signed to received at NAMARA

NAMARA/Post Trial Views

  - Case is being tried forward
  - Moreno 1 Clock is over 89 days
  - Moreno 1 Clock is over 119 days
  - Over 14 days after CAA signed to docketed at NAMARA
  - Over 29 days after CAA signed to docketed at NAMARA

Post Trial

Delay (90 Days)

Summary Court-Martial

Military Justice - By Command

Completed Cases

Art. 64 Cases

	Name	Unit	Review Type	Disposition Date	CAA Date	Moreno Clock 1	Sent To NAMARA	NAMARA Rec	Docketed NMCCA	Moreno Clock 2	Sup CMO Signed	Moreno Clock 3	Remarks
52	▼ 2011												
1	▼ 29 Palms												
1	▼ 1st MacDiv												
1	▼ SPCM												
	Messner, JA	7th Marines	Art. 66 Review	01/19/2011	04/19/2011	90	04/22/2011	04/25/2011	04/26/2011	7		51	
7	▼ Camp Lejeune												
4	▼ 2d MacDiv												
2	▼ GCM												
	Harider, MS	6th Marines	Art. 66 Review	10/18/2010	05/09/2011	104	05/11/2011	05/17/2011	05/17/2011	8		30	
	Foster, BL	HQ Bn	Art. 66 Review	02/15/2011	04/13/2011	57	04/20/2011	04/26/2011	04/26/2011	13		51	
2	▼ SPCM												
	Watson, JA	10th Marines	Art. 66 Review	01/25/2011	03/30/2011	70	04/06/2011	04/12/2011	04/13/2011	14		64	
	Peacock, SC	10th Marines	Art. 66 Review	03/22/2011	05/04/2011	44	05/11/2011	05/17/2011	05/17/2011	13		30	
3	▼ 2d MLI												
3	▼ GCM												
	Levy, JR	CLR 25	Art. 66 Review	12/14/2010	05/16/2011	116	05/19/2011	05/24/2011	05/25/2011	9		22	
	Cumberbatch, JA	CLR 25	Art. 66 Review	01/18/2011	04/21/2011	90	04/27/2011	05/03/2011	05/03/2011	12		44	
	Wilks, AJ	CLR 25	Art. 66 Review	03/22/2011	05/10/2011	48	05/11/2011	05/17/2011	05/17/2011	7		30	
9	▼ Camp Pendleton												
8	▼ 1st MacDiv												
2	▼ GCM												
	Reynolds, QT	1st Marines	Art. 66 Review	01/14/2011	04/20/2011	96	04/22/2011	04/26/2011	04/27/2011	7		50	
	Hernandez, JL	5th Marines	Art. 66 Review	02/14/2011	05/25/2011	100	05/27/2011	05/31/2011		22			

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- 9) **CAA Date** – The date of the convening authorities action is signed.
  - 10) **Moreno Clock 1** – The “Moreno 1” day count. This calculates the number of days from the date of disposition until the convening authority’s action is signed.
  - 11) **Sent to NAMARA** – The date the case is sent to NAMARA.
  - 12) **NAMARA Received** – The date NAMARA physically receives the case.
  - 13) **Docketed at NMCCA** – The date the case is docketed at NMCCA.
  - 14) **Moreno Clock 2** - The “Moreno 2” day count. This calculates the number of days from the date the convening authority’s action was signed until the date docketed at NMCCA.
  - 15) **Sup CMO Signed** – The date the supplemental court martial convening order is signed.
  - 16) **Moreno Clock 3** – The “Moreno 3” day count. This calculates the number of days from the date the case is docketed at NMCCA to the date the supplemental court martial convening order is signed.
  - 17) **Remarks** - The remarks made by NAMARA.
- d. Art. 69(a) NAMARA – This report captures all cases that require an Article 69(a) Review after they have been physically received by NAMARA. Please see the “NAMARA/Art. 66 at NAMARA” report for the explanation of the columns.

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Military Justice By Command Go  
Court Reporters By Command Go  
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### NAMARA\Art. 69(a) at NAMARA

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**IconLegend:**

**Military Justice Views**  
- Case is being tried forward  
- 707 Clock is over 89 Days  
- Art. 62 Interlocutory Appeal  
**Court Reporter Views**  
- Case is being tried forward  
- Moreno 1 Clock is over 44 days

**Review Views**  
- Case is being tried forward  
- Moreno 1 Clock is over 89 days  
- Moreno 1 Clock is over 119 days  
- Over 14 days after CAA signed to received at NAMARA  
- Over 29 days after CAA signed to received at NAMARA






**NAMARA/Post Trial Views**  
- Case is being tried forward  
- Moreno 1 Clock is over 89 days  
- Moreno 1 Clock is over 119 days  
- Over 14 days after CAA signed to docketed at NAMARA  
- Over 29 days after CAA signed to docketed at NAMARA

4	▼ 2011	Court Type	Name	Unit	Disposition Date	CAA Date	Moreno Clock 1	Sent To NAMARA	NAMARA Rec	Docketed NMCCA	Moreno Clock 2	Remarks
2	▼ Kaneohe Bay											
1	▼ 34 MacDiv											
1	▼ GCM											
			<a href="#">Ziegler, JT</a>	34 Marines	01/07/2011	04/21/2011	101	05/10/2011	05/16/2011			56
1	▼ 34 MLO											
1	▼ GCM											
			<a href="#">Martin, HA</a>	CLR 3	01/10/2011	03/04/2011	53	03/30/2011	04/04/2011			104
1	▼ Miramar											
1	▼ 34 MAW											
1	▼ GCM											
			<a href="#">Woolack, RH</a>	MAAG 11	01/14/2011	05/09/2011	115	05/10/2011	05/12/2011			38
1	▼ Quantico											
1	▼ MCB Quantico											
1	▼ GCM											
			<a href="#">Lindenschmidt, KY</a>	MCESG	03/14/2011	05/22/2011	7	04/01/2011	04/06/2011			86 GCM ACQ dtd 22 Mar 11
29	▼ 2010											
1	▼ Beaufort											
1	▼ 34 MAW											
1	▼ GCM											
			<a href="#">Glenn, KL</a>	MAAG 31	11/08/2010	02/04/2011	86	02/08/2011	02/10/2011	02/10/2011		6
5	▼ Camp Lejeune											
3	▼ 34 MacDiv											
3	▼ GCM											
			<a href="#">Milton, B</a>	HQ Bn	12/08/2010	04/06/2011	119	04/08/2011	04/12/2011	04/13/2011		7
			<a href="#">Mitchell, SL</a>	10th Marines	04/27/2010	07/26/2010	90	08/03/2010	08/05/2010			325

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NAMARA can monitor and track the cases through the entire post trial process. LSSS, Law centers and SJA offices may also use this to track cases under their cognizance throughout the post-trial review process.

The following icons will show on the left hand side of the Inbound NAMARA reports:

-  - **Forward Deployed** (The bomb will show up if a case is marked as a forward case)
-  - **Moreno 1 Clock is over 89 days**
-  - **Moreno 1 Clock is over 119 days**
-  - **Over 14 days after CAA to Receipt at NAMARA**
-  - **Over 29 days after CAA to Receipt at NAMARA**

5) **Post Trial:** The Post-Trial section has five reports:

- a. **Delay (90 Days)** – This report displays cases that trigger speedy post-trial review concerns based on the case law set forth in U.S. v. Moreno, and includes all cases that are over 90 days from the date of disposition until the date the convening authority's action is signed. The following are the column headers and what each column means:

**Post Trial/Delay (90 Days)**

**Form:** New Military Justice Case Form

**Reports:** QCAR

**NAMARA:** Inbound By Command

**Post Trial:** Delay (90 Days)

**Summary Court-Martial:** Military Justice - By Command

**Completed Cases:** Art. 64 Cases

**Icon Legend:**

**Military Justice Views**

- \* - Case is being tried forward
- ⌚ - 707 Clock is over 89 Days
- ⌚ - Art. 62 Interlocutory Appeal

**Court Reporter Views**

- \* - Case is being tried forward
- ⌚ - Moreno 1 Clock is over 44 days

**Review Views**

- \* - Case is being tried forward
- ⌚ - Moreno 1 Clock is over 89 days
- ⌚ - Moreno 1 Clock is over 119 days
- ⌚ - Over 14 days after CAA signed to received at NAMARA
- ⌚ - Over 29 days after CAA signed to received at NAMARA

**NAMARA/Post Trial Views**

- \* - Case is being tried forward
- ⌚ - Moreno 1 Clock is over 89 days
- ⌚ - Moreno 1 Clock is over 119 days
- ⌚ - Over 14 days after CAA signed to docketed at NAMARA
- ⌚ - Over 29 days after CAA signed to docketed at NAMARA

Name	Rank	Court Type	Unit	Review Type	Disposition Date	Days w/TC	Days w/MJ	Days in Reporters	Days in Review	CAA Signed	Days CAA to NAMARA	Moreno Clock	Sent to NAMARA	Time to NAMARA	Remarks
Kennedy, B.J.	LCpl	SPCM	7th Marines	Art. 66 Review	01/01/2011	1	16	75	70	03/09/2011	99	67	05/26/2011	166	6/6 Pend mail to NAMARA
Green, J.V.	Pvt	SPCM	1st Tank Bn	Art. 66 Review	01/11/2011	6	10	65	91	05/07/2011	40	116		156	6/6 Pend mail to NAMARA
Wooler, M.J.	Cpl	SPCM	7th Marines	Art. 66 Review	02/11/2010	1	10	389	101	06/07/2010	374	116		490	6/6 Pend CAA sig
Moderwell, J.C.	Cpl	GCM	MWSS 374	Art. 66 Review	02/06/2011	0	0	108	22			130		130	6/2: Pend draft
Moscoso, M.V.	PFC	SPCM	8th Marines	Art. 66 Review	03/10/2011	0	7	49	49	03/12/2011	96	2		98	1106 matters due 5/16 Awaiting 1107 ltr. C4 6/2.
Delli, A.J.	LCpl	SPCM	8th Marines	Art. 66 Review	01/17/2011	1	0	141	9	05/27/2011	20	130		150	1106 matters due 4/21. DC served SJAR 4/18. Ext 5/18. CAA FedEx'd 5/23.
Young, M.A.	Pvt	SPCM	CLR 27	Art. 66 Review	02/16/2011	5	1	49	71	06/02/2011	14	106		120	DC on leave till 4/27. 1106 matters due 5/7. Add SJAR to SJAR 5/9. Add SJAR served 5/10. DC waived Add matters. C4 5/12.
Hernandez, J.L.	Cpl	GCM	5th Marines	Art. 66 Review	02/14/2011	7	1	51	51	05/25/2011	6	100	05/27/2011	106	Sent to NAMARA on 05/27/2011
Burgos, C.R.	LCpl	SPCM	1st Marines	Art. 66 Review	08/26/2010	8	31	81	42	12/20/2010	-349	116	12/27/2010	-233	Pending orig CAA from unit on ship; pend org cert con from MJ cert con rvid 15 Dec; to NAMARA 27 Dec; FEDEX show NAMARA rec'd 29 Dec.
Contente, S.	LCpl	SPCM	-	Art. 66 Review	10/14/2010	4	9	35	48	12/13/2010	24	60	01/05/2011	84	Clem rvid 30 Nov; Revised SJAR to SJAR 2 Dec; pending rpt of org SJAR, 1-5 pending receipt dupl orig SJAR.
Plater, S.T.	Sgt	SPCM	NACG 28	Art. 66 Review	07/08/2010	3	16	62	21	09/22/2010	13	76	09/29/2010	89	Case mailed to NAMARA/NCPB on 29 Sep.

- 1) **Site** – The location where the case is being processed.
- 2) **Command** - The first general court-martial convening authority (GCMCA) in the accused's chain of command.
- 3) **Name** – The name of the accused.
- 4) **Rank** – The rank of the accused.
- 5) **Court Type** – The type of court for the case.
- 6) **Unit** – The unit of the accused. The Special Court-Martial convening authority.
- 7) **Review Type** – The type of review required under the Uniform Code of Military Justice (UCMJ) under articles 64, 66, or 69(a). Article 64 cases are reviewed locally by a judge advocate. Article 66 cases are reviewed by the Navy and

Marine Corps Court of Criminal Appeals (NMCCA). Article 69(a) cases are reviewed by the Judge Advocate General.

- 8) **Disposition Date** – The date of the disposition.
- 9) **Days with TC** - The number of days the trial counsel has the record of trial for review.
- 10) **Days with MJ** - The number of days the military judge has the record of trial for review.
- 11) **Days in Reporters** – The number of days the court reporters section has possession of the case, this starts at date of disposition until the date the court reporters enter the date to review.
- 12) **Days in Review** – The number of days the case spends in the review section before received by NAMARA.
- 13) **CAA Signed** – The date the convening authority's action is signed.
- 14) **Days CAA to NAMARA** - The number of days the case takes to be received by NAMARA after the convening authority's action is signed.
- 15) **Moreno Clock** – Counts the days from the date of disposition until the record is docketed at NMCCA.
- 16) **Sent to NAMARA** – The date the case is sent to NAMARA.
- 17) **Time to NAMARA** – The number of days the case takes to be received by NAMARA after the date of disposition.
- 18) **Remarks** – The remarks made be the review section.



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Military Justice

By Command

Court Reporters

By Command

Review

By Command

**Icon Legend:**

**Military Justice Views**

  - Case is being tried forward
  - 707 Clock is over 89 Days
  - Art. 62 Interlocutory Appeal

**Court Reporter Views**

  - Case is being tried forward
  - Moreno 1 Clock is over 44 days

**Post Trial/MJOC Report**

Forms

New Military Justice Case Form

Reports

QCAR

NAMARA

Inbound By Command

**Review Views**

  - Case is being tried forward
  - Moreno 1 Clock is over 89 days
  - Moreno 1 Clock is over 119 days
  - Over 14 days after CAA signed to received at NAMARA
  - Over 29 days after CAA signed to received at NAMARA

**NAMARA/Post Trial Views**

  - Case is being tried forward
  - Moreno 1 Clock is over 89 days
  - Moreno 1 Clock is over 119 days
  - Over 14 days after CAA signed to docketed at NAMARA
  - Over 29 days after CAA signed to docketed at NAMARA

Post Trial

Delay (90 Days)

Summary Court-Martial

Military Justice - By Command

Completed Cases

Art. 64 Cases

Name	Rank	Court	Unit	Disposition	Date of Trial	Days w/TC	Days w/DC	Days w/MJ	Days in Reports	Days in Review	CAA Signed	Moreno Clock	Days CAA to NAMARA	Sent to NAMARA	Time to NAMARA	Remarks
<b>29 Palms</b>																
<b>1st MarDiv</b>																
<b>Kennedy, B</b>	LtCol	SPCM	7th Marines	Pending Enquiry	01/01/2011	1	16	75	70	03/09/2011	67	99	05/26/2011	166		6-6 Pend mail to NAMARA
<b>Greene, IV</b>	Pvt	SPCM	1st Tank Bn	Positive	01/11/2011	6		10	65	05/07/2011	116	40		156		6-6 Pend mail to NAMARA
<b>Woolaver, M</b>	Cpl	SPCM	7th Marines	Conviction	02/11/2010	1		10	389	06/07/2010	116	374		490		6-6 Pend CAA sig
<b>Camp Lejeune</b>																
<b>2d MarDiv</b>																
<b>Monroe, MW</b>	PFC	SPCM	8th Marines	Positive	03/10/2011	0	7	49	49	03/12/2011	2	96		96		1106 matters due 5/16 Awaiting 1107 for C4 6-2.
<b>Dahl, AJ</b>	LtCol	SPCM	8th Marines	Acquittal	01/17/2011	1	0	141	9	05/27/2011	130	20		150		1106 matters due 4-21. DC served STAR 4.18. Exr 5/18. CAA FedEx'd 5/23.
<b>Camp Pendleton</b>																
<b>1st MarDiv</b>																
<b>Burke, CB</b>	LtCol	SPCM	1st Marines	Positive	08/26/2010	8		31	81	12/20/2010	116	-349	12/27/2010	-233		Pending orig CAA from unit on ship; pend org cert from MJ; cert cor rcd 15 Dec; to NAMARA 27 Dec. FEDEX show NAMARA rec'd 29 Dec
<b>MarSOC</b>																
<b>Gonzalez, S</b>	LtCol	SPCM	-	Positive	10/14/2010	4		9	35	12/13/2010	60	24	01/05/2011	84		Claim rcd 30 Nov; Revised STAR to STA 2 Dec; pending rpt of org STAR; 1-5 pending receipt dupl orig STAR.
<b>Cherry Point</b>																
<b>2d MarDiv</b>																
<b>Platt, ST</b>	Sgt	SPCM	MACO 28	Positive	07/08/2010	3	16	62	21	09/22/2010	76	13	09/29/2010	89		Case mailed to NAMARA/NCPB on 29 Sep.
<b>MCI West</b>																
<b>NCB Camp Pendleton</b>																
<b>James, J</b>	Pvt	SPCM	Hq3rdBn	Positive	01/29/2011	3		5	102	06/04/2011	126	-4	05/04/2011	122		Sent to NAMARA on 5/27/2011

Done

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- Page | 25

- 12) **Days in Reporters** – The number of days the court reporters section has possession of the case, this starts at date of disposition until the date the court reporters enter the date to review.
  - 13) **Days in Review** – The number of days the case spends in the review section before received by NAMARA.
  - 14) **CAA Signed** – The date the convening authority's action is signed.
  - 15) **Post Trial Clock** – Counts the days from the date of disposition until the record is docketed at NMCCA.
  - 16) **Days CAA to NAMARA** - The number of days the case takes to be received by NAMARA after the convening authority's action is signed.
  - 17) **Sent to NAMARA** – The date the case is sent to NAMARA.
  - 18) **Time to NAMARA** – The number of days the case takes to be received by NAMARA after the date of disposition.
  - 19) **Remarks** – The remarks made be the review section.
- c. Moreno 1 – The Moreno 1 report shows all active cases that have received a date of disposition, but do not have a date the convening authority's action was signed. The following are the column headers and definitions:

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Military Justice

By Command

Go

Court Reporters

By Command

Go

Review

By Command

Go

IconLegend:

Military Justice Views

- Case is being tried forward
- 707 Clock is over 89 Days
- Art. 62 Interlocutory Appeal

Court Reporter Views

- Case is being tried forward
- Moreno 1 Clock is over 44 days

Post Trial\Moreno 1

Forms

New Military Justice Case Form

Go

Reports

QCAR

Go

NAMARA

Inbound By Command

Go

Review Views

- Case is being tried forward
- Moreno 1 Clock is over 89 days
- Moreno 1 Clock is over 119 days
- Over 14 days after CAA signed to received at NAMARA
- Over 29 days after CAA signed to received at NAMARA

Post Trial

Delay (90 Days)

Go

Summary Court-Martial

Military Justice - By Command

Go

Completed Cases

Art. 64 Cases

Go

NAMARA/Post Trial Views

- Case is being tried forward
- Moreno 1 Clock is over 89 days
- Moreno 1 Clock is over 119 days
- Over 14 days after CAA signed to docketed at NAMARA
- Over 29 days after CAA signed to docketed at NAMARA

Name	Court Type	Unit	Review Type	Disposition Date	Days to Trans	Days w/TC	Days w/MJ	Days to Auth	Days in Reports	Date To Review	Days SJAR to SJA	Days w/SJA	Days SJAR	SJAR Signed	Days w/CA	CAA Signed	Review to CAA	Days in Review	Moreno 1 Clock
18 ▼ 2011					18	6	9	32	38										
5 ▼ 29 Palms					34	6	11	44	48		22	25	39	-55		24	63	62	
5 ▼ 1st MarDiv					34	6	11	44	48		22	25	39	-55		24	63	62	
Perkins, Jr., B.A.	SPCM	11th Marines	Art. 66 Review	04/27/2011	36	4	9	50	50									50	
Green, J.L.	SPCM	1st Tank Bn	Art. 66 Review	01/11/2011	49	6	10	59	65	03/17/2011	13	19	32	04/18/2011	-20	05/07/2011	51	91	116
Blind, B.C.	SPCM	3d AA Bn	Art. 66 Review	06/10/2011	6			6	6									6	
Rubio, S.D.	GCM	3d LAR Bn	Art. 66 Review	04/07/2011	22	13	7	40	42	05/19/2011	28		28				28	70	
Kennedy, B.J.	SPCM	7th Marines	Art. 66 Review	01/01/2011	58	1	16	67	75	03/17/2011	25	31	56	05/12/2011	-90	03/09/2011	-8	70	67
9 ▼ Camp Lejeune					30	6	10	49	57		-1	2	0		9	13	35	67	
6 ▼ 2d MarDiv					36	5	11	54	65		-8	2	-7		8	-5	27	62	
Blair, M.R.	SPCM	2d Tank Bn	Art. 66 Review	03/09/2011	48	3	11	69	69	05/17/2011	3	3	6	05/23/2011	11	06/06/2011	20	30	89
Marble, J.A.	GCM	6th Marines	Art. 66 Review	03/24/2011	34	22	24	84	84									84	
Yukle, A.V.	SPCM	8th Marines	Art. 66 Review	05/17/2011	30			30	30									30	
Monroe, M.W.	SPCM	8th Marines	Art. 66 Review	03/10/2011	32	0	7	49	49	04/28/2011	6	1	7	05/05/2011		03/12/2011	-47	49	2
McCl, A.J.	SPCM	8th Marines	Art. 66 Review	01/17/2011	138	1	0	141	141	06/07/2011	-62	1	-61	04/07/2011	4	05/27/2011	-11	9	130
Quinn, K.T.	SPCM	HQ Bn	Art. 66 Review	05/12/2011	-64	0	11	-52	15	05/27/2011	20		20			20	20	35	
3 ▼ 2d MLG					19	7	8	39	40		8	2	10		10	36	45	76	
Cutherson, J.A.	SPCM	CLR 25	Art. 66 Review	04/18/2011	17	11	7	36	37	05/25/2011	9	0	9	06/03/2011		22	22	59	
Diaz, A.J.	SPCM	CLR 27	Art. 66 Review	03/30/2011	9	4	15	33	35	05/04/2011	6	0	6	05/10/2011	10	06/02/2011	29	43	64
Youse, J.A.	SPCM	CLR 27	Art. 66 Review	02/16/2011	30	5	1	48	49	04/06/2011	9	6	15	04/21/2011	10	06/02/2011	57	71	106
1 ▼ Camp Pendleton					43	7	1	50	51		5	28	33		9	49	51	100	

Done

- 1) **Case Year** – The year of the date of the disposition.
- 2) **Site** – The location where the case is being processed.
- 3) **Command** - The first general court-martial convening authority (GCMCA) in the accused's chain of command.
- 4) **Name** – The name of the accused.
- 5) **Court Type** – The type of court.
- 6) **Unit** – The unit of the accused. The Special Court-Martial convening authority.
- 7) **Review Type** – The type of review required under the Uniform Code of Military Justice (UCMJ) under articles 64, 66, or 69(a). Article 64 cases are reviewed locally by a judge advocate. Article 66 cases are reviewed by the Navy and Marine Corps Court of Criminal Appeals (NMCCA). Article 69(a) cases are reviewed by the Judge Advocate General.
- 8) **Disposition Date** – The date of the disposition.
- 9) **Days to Trans** – The days the court reporters took to transcribe the record of trial from the date of disposition.
- 10) **Days w/TC** - The number of days the trial counsel has the record of trial for review.

- 11) **Days w/MJ** - The number of days the military judge has the record of trial for review.
- 12) **Days to Auth** – The number of days the court reporters took to authenticate the record of trial.
- 13) **Days in Reporters** – The number of days the court reporters section has possession of the case, this starts at date of disposition until the date the court reporters enter the date to review.
- 14) **Date to Review** – The date the review section received the case.
- 15) **Days SJAR to SJA** – The number of days it take for the SJAR to be sent to the SJA.
- 16) **Days w/SJA** – The number of days the SJA has the case.
- 17) **Days to SJAR** – The number of days the SJAR took to be generated.
- 18) **SJAR Signed** – The date the SJAR is signed by the SJA.
- 19) **Days w/CA** - The number of days from the convening authority being sent the case to the date the convening authority's action is signed.
- 20) **CAA Signed** – The date the convening authority's action is signed.
- 21) **Review to CAA** – The number of days from the date the case is received in the review section to the date the CAA is signed.
- 22) **Days in Review** – The number of days the case spends in the review section before received by NAMARA.
- 23) **Moreno 1 Clock** – Counts the days from the date of disposition until the record is docketed at NMCCA.

- d. Moreno 1 & 2 -- The “Moreno 1 & 2” report shows all active cases that have received a date of disposition, but do not have a date docketed at NMCCA. The following are the column headers and definitions:

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Military Justice By Command Go

Court Reporters By Command Go

Review By Command Go

IconLegend:

Military Justice Views

- Case is being tried forward
- 707 Clock is over 89 Days
- Art. 62 Interlocutory Appeal

Court Reporter Views

- Case is being tried forward
- Moreno 1 Clock is over 44 days

Post Trial\Moreno 1 & 2

Forms New Military Justice Case Form Go

Reports QCAR Go

NAMARA Inbound By Command Go

Post Trial Delay (90 Days) Go

Summary Court-Martial Military Justice - By Command Go

Completed Cases Art. 64 Cases Go

NAMARA/Post Trial Views

- Case is being tried forward
- Moreno 1 Clock is over 89 days
- Moreno 1 Clock is over 119 days
- Over 14 days after CAA signed to received at NAMARA
- Over 29 days after CAA signed to received at NAMARA

Name	Court Type	Unit	Review Type	Disposition Date	Days to Trans	Days to Auth	Days in Reporters	Days in Review	CAA Signed	Moreno 1 Clock	Sent to NAMARA	NAMARA Received	Days CAA to NAMARA	Post Trial Clock	NAMARA Docketed	Days Receipt to Docket	Moreno 2 Clock	Total Days to Docketing
18 ▼ 2011					18	32	38	58		69			4	72		78	33	89
5 ▼ 29 Palms					34	44	48	63		62			70	90		0	70	90
5 ▼ 1st MdeDiv					34	44	48	63		62			70	90		0	70	90
▼ 29 Palms	SPCM	11th Marines	Art. 66 Review	04/27/2011	36	50	50			50				50				50
▼ 1st MdeDiv	SPCM	1st Tank Bn	Art. 66 Review	01/11/2011	49	59	65	91	05/07/2011	116			40	156			40	156
▼ 29 Palms	SPCM	3d AAA Bn	Art. 66 Review	06/10/2011	6	6	6			6				6				6
▼ 29 Palms	GCM	3d LAR Bn	Art. 66 Review	04/07/2011	22	40	42	28		70				70				70
▼ 29 Palms	SPCM	7th Marines	Art. 66 Review	01/01/2011	58	67	75	70	03/09/2011	67	05/26/2011		99	166			99	166
9 ▼ Camp Lejeune					30	49	57	35		67			31	84		0	31	84
6 ▼ 29 MdeDiv					36	54	65	27		62			42	83		0	42	83
▼ 29 MdeDiv	SPCM	3d Tank Bn	Art. 66 Review	03/09/2011	48	69	69	30	06/06/2011	89			10	99			10	99
▼ 29 MdeDiv	GCM	6th Marines	Art. 66 Review	03/24/2011	34	84	84			84				84				84
▼ 29 MdeDiv	SPCM	8th Marines	Art. 66 Review	05/17/2011	30	30	30			30				30				30
▼ 29 MdeDiv	SPCM	8th Marines	Art. 66 Review	03/10/2011	32	49	49	49	03/12/2011	2			96	98			96	98
▼ 29 MdeDiv	SPCM	8th Marines	Art. 66 Review	01/17/2011	138	141	141	9	05/27/2011	130			20	150			20	150
▼ 29 MdeDiv	SPCM	HQ Bn	Art. 66 Review	05/12/2011	-64	-52	15	20		35				35				35
3 ▼ 29 MdeDiv					19	39	40	45		76			14	86		0	14	86
▼ 29 MdeDiv	SPCM	CLR 25	Art. 66 Review	04/18/2011	17	36	37	22		59				59				59
▼ 29 MdeDiv	SPCM	CLR 27	Art. 66 Review	03/30/2011	9	33	35	43	06/02/2011	64			14	78			14	78
▼ 29 MdeDiv	SPCM	CLR 27	Art. 66 Review	02/16/2011	30	46	49	71	06/02/2011	106			14	120			14	120
1 ▼ Camp Pendleton					43	50	51	51		100			6	106		16	22	122

Done

Internet 100%

- Case Year** – The year of the date of the disposition.
- Site** – The location where the case is being processed.
- Command** - The first general court-martial convening authority (GCMCA) in the accused’s chain of command.
- Name** – The name of the accused.
- Court Type** – The type of court.
- Unit** – The unit of the accused. The Special Court-Martial convening authority.
- Review Type** – The type of review required under the Uniform Code of Military Justice (UCMJ) under articles 64, 66, or 69(a). Article 64 cases are reviewed locally by a judge advocate. Article 66 cases are reviewed by the Navy and Marine Corps Court of Criminal Appeals (NMCCA). Article 69(a) cases are reviewed by the Judge Advocate General.
- Disposition Date** – The date of the disposition.

- 9) **Days to Trans** – The days the court reporters took to transcribe the record of trial from the date of disposition.
- 10) **Days to Auth** – The number of days the court reporters took to authenticate the record of trial.
- 11) **Days in Reporters** – The number of days the court reporters section has possession of the case, this starts at date of disposition until the date the court reporters enter the date to review.
- 12) **Days in Review** – The number of days the case spends in the review section before received by NAMARA.
- 13) **CAA Signed** – The date the convening authority's action is signed.
- 14) **Moreno 1 Clock** – Counts the days from the date of disposition until the record is docketed at NMCCA.
- 15) **Sent to NAMARA** – The date the case is sent to NAMARA.
- 16) **NAMARA Received** – The date NAMARA receives the case from review.
- 17) **Days CAA to NAMARA** – The number of days it take the case to get to NAMARA once the convening authority's action is signed.
- 18) **Post Trial Clock** – Counts the days from the date of disposition until the record is docketed at NMCCA.
- 19) **NAMARA Docketed** – The date the case is docketed at NMCCA.
- 20) **Days Receipt to Docket** – The number of days it takes once NAMARA receives the case to be docketed.
- 21) **Moreno 2 Clock** – Counts the days from the date the convening authority's action is signed until the record is docketed at NMCCA.
- 22) **Total Days to Docketing** – The total number of days it takes the case to be docketed at NMCCA from the date of disposition.

- e. Art. 69(a) – The Art. 69(a) report displays all cases that require an Article 69(a) review and have a disposition date. The following are the column headers and definitions:

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Military Justice By Command Go

Court Reporters By Command Go

Review By Command Go

IconLegend:

Military Justice Views

- Case is being tried forward
- 707 Clock is over 89 Days
- Art. 62 Interlocutory Appeal

Court Reporter Views

- Case is being tried forward
- Moreno 1 Clock is over 44 days

Post Trial\Art. 69(a)

Forms New Military Justice Case Form Go

Reports QCAR Go

NAMARA Inbound By Command Go

Post Trial Delay (90 Days) Go

Summary Court-Martial Military Justice - By Command Go

Completed Cases Art. 64 Cases Go

Review Views

- Case is being tried forward
- Moreno 1 Clock is over 89 days
- Moreno 1 Clock is over 119 days
- Over 14 days after CAA signed to received at NAMARA
- Over 29 days after CAA signed to received at NAMARA

NAMARA/Post Trial Views

- Case is being tried forward
- Moreno 1 Clock is over 89 days
- Moreno 1 Clock is over 119 days
- Over 14 days after CAA signed to docketed at NAMARA
- Over 29 days after CAA signed to docketed at NAMARA

Name	Unit	Disposition Date	Days to Trans	Days w/TC	Days w/MJ	Days in Reporters	Date To Review	Days SJAR to SJA	Days w/SJA	Days to SJAR	SJAR Signed	CAA Signed	Days to CA Action	Days in Review	Post Trial Clock	Sent to NAMARA	NAMARA Received	Days CAA to NAMARA	Total Days to NAMARA
1	▼ 2011		103	0	0	108		22	0	22			130	22	130			0	130
1	▼ 29 Palms		103	0	0	108		22	0	22			130	22	130			0	130
1	▼ 3d MAW		103	0	0	108		22	0	22			130	22	130			0	130
	Midway, MWSS	02-04-2011	103	0	0	108	05-25-2011	22		22			130	22	130				130
4	▼ 2010		0	0	0	0		0	0	0			0	0	0			0	0
1	▼ 29 Palms		0	0	0	0		0	0	0			0	0	0			0	0
1	▼ 1st MarDiv		0	0	0	0		0	0	0			0	0	0			0	0
	Moore, G																		
3	▼ Camp Lejeune		0	0	0	0		0	0	0			0	0	0			0	0
3	▼ 2d MarDiv		0	0	0	0		0	0	0			0	0	0			0	0
	Beaton, 2d LAR																		
	Beaton, 6th																		
	W.C. Dalton, 6th																		
	W.C. Dalton, 6th																		
5	▼ 2009		103	0	0	108		22	0	22			130	22	130			0	130






Done

Internet 100%

- Case Year** – The year of the date of the disposition.
- Site** – The location where the case is being processed. The exception to this is the Marine Corps Installations, which is the site for the commands.
- Command** - The first general court-martial convening authority (GCMCA) in the accused's chain of command.
- Name** – The name of the accused.
- Unit** – The unit of the accused. The Special Court-Martial convening authority.
- Disposition Date** – The date of the disposition.
- Days to Trans** – The days the court reporters took to transcribe the record of trial from the date of disposition.
- Days with TC** - The number of days the trial counsel has the record of trial for review.
- Days with MJ** - The number of days the military judge has the record of trial for review.

- 10) **Days in Reporters** – The number of days the court reporters section has possession of the case, this starts at date of disposition until the date the court reporters enter the date to review.
- 11) **Date to Review** – The date the case goes to review.
- 12) **Days SJAR to SJA** – The number of days it take for the SJAR to be sent to the SJA.
- 13) **Days w/SJA** – The number of days the SJA has the case.
- 14) **Days to SJAR** – The number of days the SJAR took to be generated.
- 15) **SJAR Signed** – The date the SJAR is signed by the SJA.
- 16) **CAA Signed** – The date the convening authority's action is signed.
- 17) **Days to CA Action** – The number of days from the convening authority receiving the case to sign the convening authority's action.
- 18) **Days in Review** – The number of days the case spends in the review section before received by NAMARA.
- 19) **Post Trial Clock** – Counts the days from the date of disposition until the record is docketed at NMCCA.
- 20) **Sent to NAMARA** – The date the case is sent to NAMARA.
- 21) **NAMARA Received** – The date NAMARA physically receives the case.
- 22) **Days CAA to NAMARA** – The number of days from the date the convening authority's action is signed until the case is received at NAMARA.
- 23) **Total Days to NAMARA** – The number of days from the date of disposition to the date NAMARA receives the case.

The following icons will show on the left hand side of the NAMARA reports:

-  - **Forward Deployed** (The bomb will show up if a case is marked as being a forward case)
-  - **Moreno 1 Clock is over 89 days**
-  - **Moreno 1 Clock is over 119 days**
-  - **Over 14 days after CAA to docketed at NMCCA**
-  - **Over 29 days after CAA to docketed at NMCCA**



6) **Summary Courts-Martial:** This section has three reports that capture the various phases of the summary court-martial: trial, post-trial record creation and judge advocate appellate review of summary courts-martial.

a. **Military Justice - By Command** – This report displays all cases under the military justice section sorted by the command that are a summary court-martial. See Military Justice\By Command above for column details.

**Icon Legend:**

**Military Justice Views**

- Case is being tried forward
- 707 Clock is over 89 Days
- Art. 62 Interlocutory Appeal

**Court Reporter Views**

- Case is being tried forward
- Moreno 1 Clock is over 44 days

**Review Views**

- Case is being tried forward
- Moreno 1 Clock is over 89 days
- Moreno 1 Clock is over 119 days
- Over 14 days after CAA signed to received at NAMARA
- Over 29 days after CAA signed to received at NAMARA

**NAMARA/Post Trial Views**

- Case is being tried forward
- Moreno 1 Clock is over 89 days
- Moreno 1 Clock is over 119 days
- Over 14 days after CAA signed to docketed at NAMARA
- Over 29 days after CAA signed to docketed at NAMARA

Name	Rank	Unit	Count	Type	TC	DC	Charges	RLS	Pref	Ref	PreTrial Con Res	Type	ARR Date	707 Clock	Docketed	Remarks
Villalobos, JB	SSgt	3d LAR Bn, N/A	SCM	GEH	LEE	//	Art. 134(62) x2,	12/01/2009	12/09/2009	01/25/2010				554	01/26/2010	
Crespo, EL	PFC	1st Tank Bn, N/A	SCM	WAR	LEE	//	Art. 92(1) x2,	12/04/2009	12/04/2009	12/11/2009				559		With review 20100811, Pending JAR Ltr, Referred Charge Sheet, and SCM ROT.
Pacheco, GB	Cpl	7th Marines, 2/7	SCM	GEH	//	//	Art. 112a(2) x2,	12/15/2009	02/16/2010					485		
Walker, JA	Pvt	1st Tank Bn, N/A	SCM	WAR	//	//	Art. 86(3) x1,	01/05/2010	02/05/2010					496		With review 20100811, Pending JAR Ltr, Referred Charge Sheet, and SCM ROT.
Martinez, ED	PFC	7th Marines, 3/7	SCM	MER	//	//	Art. 112a(2) x1,	01/06/2010	02/03/2010					498		
Rando, JJ	LCpl	7th Marines, 1/7	SCM	GEH	//	//	Art. 112a(2) x1,	01/06/2010	01/13/2010					519		
Taylor, DG	LCpl	7th Marines, 1/7	SCM	GEH	//	//	Art. 112a(2) x1,	01/08/2010	01/13/2010					519		
Plenson, DJ	LCpl	1st Tank Bn, N/A	SCM	WAR	//	//	Art. 112a(2) x1,	01/12/2010	01/13/2010					519		With review 20100811, Pending JAR Ltr, Referred Charge Sheet, and SCM ROT.
Sanders, RG	PFC	3d LAR Bn, N/A	SPCM	GEH	LEE	//	Art. 112a(2) x1,	01/20/2010	01/20/2010	01/27/2010			08/26/2010	16	09/13/2010	MFD approved 3/12/2010; Trial dates 25-26 May 2010; Defense Requested Continuance granted by MJ 5/24/2010; New Trial Dates 29-30 July 10; ADD CHARGE preferred referred 12 Jul 10; PENDING SERVICE ON ACCUSED; Joint Continuance Request approved by MJ 7/21/2010; NEW TRIAL DATES BEGIN 9/13/2010; PTA APPROVED PENDING SCM
Recovery, RW	LCpl	4th Marines, 2/9	SPCM	SCH	OSR	//	Art. 112a(2) x1,	03/23/2010	04/09/2010	04/15/2010			05/07/2010	28		LP PTA SIGNED 05/26/2010
Alexander, Cpt	2d LAR	SPCM	SCW	LIB	//	//	Art. 120(15) x1, Art. 120	07/20/2010	07/23/2010			07/16/2010	C	335		PTA signed. Awaiting Summary Court-Martial.

b. **Review (Legal)** – This report displays all cases under the review section sorted by the command, which were forwarded by the Military Justice Office. See Review\By Command above for column details.

c. **Review (Unit)** - This report displays all cases under the review section sorted by the command, which were forwarded directly by a unit for the express purpose of a Judge Advocate Review under Article 64, UCMJ.

7) **Completed Cases:** The Completed Cases Category has 5 reports.

- a. **Art. 64 Cases** – This report contains all completed cases, which were reviewed pursuant to Article 64, UCMJ (special and summary courts-martial). The following are the column headers and definitions:

https://ja.hqi.usmc.mil/case\_management\_system(updated).nsf - Microsoft Internet Explorer provided by NMCI

https://ja.hqi.usmc.mil/case\_management\_system(updated).nsf

File Edit View Favorites Tools Help

https://ja.hqi.usmc.mil/case\_management\_system(up...

Page Tools

Military Justice

By Command

Go

Court Reporters

By Command

Go

Review

By Command

Go

**Completed Art. 64 Cases**

Forms

New Military Justice Case Form

Go

Reports

QCAR

Go

NAMARA

Inbound By Command

Go

Post Trial

Delay (90 Days)

Go

Summary Court-Martial

Military Justice - By Command

Go

Completed Cases

Art. 64 Cases

Go

**Icon Legend:**

**Military Justice Views**

- Case is being tried forward
- 707 Clock is over 89 Days
- Art. 62 Interlocutory Appeal

**Court Reporter Views**

- Case is being tried forward
- Moreno 1 Clock is over 44 days

**Review Views**

- Case is being tried forward
- Moreno 1 Clock is over 89 days
- Moreno 1 Clock is over 119 days
- Over 14 days after CAA signed to received at NAMARA
- Over 29 days after CAA signed to received at NAMARA

**NAMARA/Post Trial Views**

- Case is being tried forward
- Moreno 1 Clock is over 89 days
- Moreno 1 Clock is over 119 days
- Over 14 days after CAA signed to docketed at NAMARA
- Over 29 days after CAA signed to docketed at NAMARA

Name	Court Type	Unit	Disposition Date	Days to Trans	Days w/TC	Days w/MJ	Days to Auth	Days in Reporters	Date To Review	Days w/CA	Days to CAA	CAA Signed	Days JAR to JA	Days w/JA	JAR Signed	Days to JAR	Days in Review	Post Trial Clock	
3	▼	2011																	
3	▼	Camp Lejeune		27	6	3	38	39		5	17		19	2		21	21	60	
2	▼	2d MarDiv		30	6	2	40	41		8	24		25	1		26	26	67	
		Padilla, E	SPCM 10th Marines	01/19/2011	37	5	4	47	48	03/08/2011	12	27	04/04/2011	28	1	04/06/2011	29	29	77
		Methan, SS	SPCM HQ Bn	03/16/2011	23	7	0	33	34	04/19/2011	4	20	05/09/2011	21	1	05/11/2011	22	22	56
1	▼	2d MLG		21	7	4	35	36		-1	5		7	5		12	12	48	
		Williams, SS	SPCM CLR 25	04/21/2011	21	7	4	35	36	05/27/2011	-1	5	06/01/2011	7	5	06/08/2011	12	12	48
2	▼	2010		38	0	13	47	51		2	19		17	5		22	22	72	
1	▼	29 Palms		27	0	14	39	42		2	9		2	10		12	12	54	
1	▼	1st MarDiv		27	0	14	39	42		2	9		2	10		12	12	54	
		Stewart III, E	SPCM 11th Marines	07/21/2010	27	0	14	39	42	09/01/2010	2	9	09/10/2010	2	10	09/13/2010	12	12	54
1	▼	Camp Lejeune		48	0	11	55	59		1	29		31	0		31	31	90	
1	▼	2d MarDiv		48	0	11	55	59		1	29		31	0		31	31	90	
		Marsh, CD	SPCM 24 AA Bn	12/03/2010	48	0	11	55	59	01/31/2011	1	29	03/01/2011	31	0	03/03/2011	31	31	90
5				31	4	7	42	44		4	18		18	3		21	21	65	

Done

Internet

100%

- Case Year** – The year of the date of the disposition.
- Site** – The location where the case is being processed.
- Command** - The first general court-martial convening authority (GCMCA) in the accused's chain of command.
- Name** – The name of the accused.
- Court Type** – The type of court.
- Unit** – The unit of the accused. The Special Court-Martial convening authority.
- Disposition Date** – The date of the disposition.
- Days to Trans** – The days the court reporters took to transcribe the record of trial from the date of disposition.
- Days w/TC** - The number of days the trial counsel has the record of trial for review.
- Days w/MJ** - The number of days the military judge has the record of trial for review.

- 11) **Days to Auth** – The number of days the court reporters took to authenticate the record of trial.
- 12) **Days in Reporters** – The number of days the court reporters section has possession of the case, this starts at date of disposition until the date the court reporters enter the date to review.
- 13) **Date to Review** – The date the review section received the case.
- 14) **Days w/CA** - The number of days the convening authority has possession of the case.
- 15) **Days to CAA** – The number of days from the convening authority receiving the case to sign the convening authority's action.
- 16) **CAA Signed** – The date the convening authority's action is signed.
- 17) **Days JAR to JA** – The number of days it take for the JAR to be sent to the JA.
- 18) **Days w/JA** – The number of days the JA has the case.
- 19) **JAR Signed** – The date the SJAR is signed by the SJA.
- 20) **Days to JAR** – The number of days the JAR took to be generated.
- 21) **Days in Review** – The number of days the case spends in the review section before received by NAMARA.
- 22) **Post Trial Clock** – Counts the days from the date of disposition until the record is docketed at NMCCA.

- b. Art. 66 Cases – This report contains all cases for which an Article 66, UCMJ appellate review at the NMCCA has been completed and a Supplemental CMO signed. The following are the column headers and definitions:

https://ja.hqi.usmc.mil/case\_management\_system(updated).nsf - Microsoft Internet Explorer provided by NMCI

https://ja.hqi.usmc.mil/case\_management\_system(updated).nsf

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https://ja.hqi.usmc.mil/case\_management\_system(up...

**Completed\Art. 66 Cases**

Military Justice By Command Go

Court Reporters By Command Go

Review By Command Go

**IconLegend:**

**Military Justice Views**

- Case is being tried forward
- 707 Clock is over 89 Days
- Art. 62 Interlocutory Appeal

**Court Reporter Views**

- Case is being tried forward
- Moreno 1 Clock is over 44 days

**Forms**

New Military Justice Case Form Go

**Reports**

QCAR Go

NAMARA Inbound By Command Go

**Post Trial**

Delay (90 Days) Go

**Summary Court-Martial**

Military Justice - By Command Go

**Completed Cases**

Art. 64 Cases Go

**NAMARA/Post Trial Views**

- Case is being tried forward
- Moreno 1 Clock is over 89 days
- Moreno 1 Clock is over 119 days
- Over 14 days after CAA signed to docketed at NAMARA
- Over 29 days after CAA signed to docketed at NAMARA

Name	Court Type	Unit	Disposition Date	Days to Trans	Days to Auth	Days in Reporters	Days in Review	CAA Signed	Sent to NAMARA	NAMARA Received	Days CAA to NAMARA	Post Trial Clock	NAMARA Docketed	Days Receipt to Docket	Total Days to Docketing
23 ▼ 2010				12	27	31	48				10	82		13	95
10 ▼ 29 Palms				21	34	40	56				7	98		1	99
10 ▼ 1st MarDiv				21	34	40	56				7	98		1	99
Shanley, AS	SPCM	1st Tank Bn	02/18/2010	5	8	28	49	04/30/2010	05/08/2010	05/07/2010	7	78	05/10/2010	3	81
Graves, RT	SPCM	1st Tank Bn	04/29/2010	14	19	21	34	06/07/2010	06/23/2010	06/24/2010	17	56	06/24/2010	0	56
Wade, AJ	SPCM	3d CB Bn	05/05/2010	33	41	41	80	08/31/2010	09/03/2010	09/07/2010	7	125	09/07/2010	0	125
Rice, BP	SPCM	3d LAR Bn	01/06/2010	37	51	61	60	05/05/2010	05/07/2010	05/10/2010	5	124	05/11/2010	1	125
Quisenberry, E	SPCM	3d LAR Bn	05/12/2010	33	42	42	37	07/28/2010	07/30/2010	08/03/2010	6	83	08/03/2010	0	83
Dorrie, FD	SPCM	7th Marines	01/28/2010	12	22	26	51	04/14/2010	04/15/2010	04/20/2010	6	82	04/21/2010	1	83
Rupert II, PA	SPCM	7th Marines	02/02/2010	6	20	34	60	05/05/2010	05/07/2010	05/10/2010	5	97	05/11/2010	1	98
Majendowski, WH	SPCM	7th Marines	01/12/2010	24	38	42	51	04/14/2010	04/15/2010	04/16/2010	2	94	04/20/2010	4	98
Moscow, KD	SPCM	7th Marines	04/20/2010	17	62	64	65	08/26/2010	08/27/2010	08/30/2010	4	132	08/31/2010	1	133
Bianchi, RR	SPCM	7th Marines	05/05/2010	30	38	41	69	08/17/2010	08/23/2010	08/24/2010	7	111	08/24/2010	0	111
12 ▼ Camp Lejeune				2	18	21	44				11	68		1	69
12 ▼ 2d MarDiv				2	18	21	44				11	68		1	69
Adams, RL	SPCM	10th Marines	02/26/2010	4	11	12	35	04/08/2010	04/14/2010	04/20/2010	12	53	04/21/2010	1	54
Robinson, MA	SPCM	10th Marines	01/25/2010	9	16	16	42	03/19/2010	03/24/2010	03/30/2010	11	64	03/31/2010	1	65
Ludwin, PA	SPCM	10th Marines	02/02/2010	3	6	8	63	04/08/2010	04/14/2010	04/20/2010	12	77	04/21/2010	1	78
Barranco, DP	SPCM	2d Recon Bn	03/09/2010	7	28	30	26	04/21/2010	05/04/2010	05/06/2010	15	58	05/07/2010	1	59
Basshouse, BC	SPCM	6th Marines	01/25/2010	10	17	17	41	03/18/2010	03/24/2010	03/31/2010	13	65	04/01/2010	1	66
Burch, DL	SPCM	6th Marines	03/03/2010	8	21	29	72	05/06/2010	06/12/2010	05/19/2010	13	77	05/20/2010	1	78

Done

Internet 100%

- Case Year** – The year of the date of the disposition.
- Site** – The location where the case is being processed.
- Command** - The first general court-martial convening authority (GCMCA) in the accused's chain of command.
- Name** – The name of the accused.
- Court Type** – The type of court.
- Unit** – The unit of the accused. The Special Court-Martial convening authority.
- Disposition Date** – The date of the disposition.
- Days to Trans** – The days the court reporters took to transcribe the record of trial from the date of disposition.
- Days to Auth** – The number of days the court reporters took to authenticate the record of trial.
- Days in Reporters** – The number of days the court reporters section has possession of the case, this starts at date of

disposition until the date the court reporters enter the date to review.

- 11) Days in Review** – The number of days the case spends in the review section before received by NAMARA.
- 12) CAA Signed** – The date the convening authority’s action is signed.
- 13) Sent to NAMARA** – The date the case is sent to NAMARA.
- 14) NAMARA Received** – The date NAMARA receives the case from review.
- 15) Days CAA to NAMARA** – The number of days it take the case to get to NAMARA once the convening authority’s action is signed.
- 16) Post Trial Clock** – Counts the days from the date of disposition until the record is docketed at NMCCA.
- 17) NAMARA Docketed** – The date the case is docketed at NMCCA.
- 18) Days Receipt to Docket** – The number of days it takes once NAMARA receives the case to be docketed.
- 19) Total Days to Docketing** – The total number of days it takes the case to be docketed at NMCCA from the date of disposition.

- c. Art. 69(a) Cases – This report contains all cases for which an Article 69, UCMJ appellate review at the NMCCA has been completed and a Supplemental CMO signed. For the column details see “Post Trial\Art. 69(a)” report above in the post-trial section.

https://ja.hqi.usmc.mil/case\_management\_system(updated).nsf - Microsoft Internet Explorer provided by NMCI

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https://ja.hqi.usmc.mil/case\_management\_system(up...

Military Justice

By Command

Go

Court Reporters

By Command

Go

Review

By Command

Go

**IconLegend:**  
**Military Justice Views**  
• - Case is being tried forward  
• - 707 Clock is over 89 Days  
• - Art. 62 Interlocutory Appeal  
**Court Reporter Views**  
• - Case is being tried forward  
! - Moreno 1 Clock is over 44 days

**Completed Art. 69(a) Cases**  

Forms

New Military Justice Case Form

Go

Reports

QCAR

Go

NAMARA

Inbound By Command

Go

**Review Views**  
• - Case is being tried forward  
• - Moreno 1 Clock is over 89 days  
• - Moreno 1 Clock is over 119 days  
• - Over 14 days after CAA signed to received at NAMARA  
• - Over 29 days after CAA signed to received at NAMARA

Post Trial

Delay (90 Days)

Go

Summary Court-Martial

Military Justice - By Command

Go

Completed Cases

Art. 64 Cases

Go

**NAMARA/Post Trial Views**  
• - Case is being tried forward  
• - Moreno 1 Clock is over 89 days  
• - Moreno 1 Clock is over 119 days  
• - Over 14 days after CAA signed to docketed at NAMARA  
• - Over 29 days after CAA signed to docketed at NAMARA

Name	Unit	Disposition Date	Days to Trans	Days w/TC	Days w/MJ	Days in Reporters	Date To Review	Days to SJAR to SJA	Days w/SJA	Days to SJAR Signed	CAA Signed	Days to CA Action	Days in Review	Post Trial Clock	Sent to NAMARA	NAMARA Received	Days CAA to NAMARA	Total Days to NAMARA	
1	▼ 2010		29	3	10	42		18	11	29		99	60	105			6	105	
1	▼ Camp Pendleton		29	3	10	42		18	11	29		99	60	105			6	105	
1	▼ 1st MarDiv		29	3	10	42		18	11	29		99	60	105			6	105	
	▼ 1st MarDiv	04/22/2010	29	3	10	42	06/03/2010	18	11	29	07/02/2010	07/30/2010	99	60	105	08/02/2010	08/05/2010	6	105
1			29	3	10	42		18	11	29		99	60	105			6	105	

Internet 100%

- d. Completed GCM Acquittals – This report contains all completed general court-martial Acquittals. See “Post Trial\Moreno 1 & 2” report descriptions above for details about the columns.

https://ja.hqi.usmc.mil/case\_management\_system(updated).nsf - Microsoft Internet Explorer provided by NMCI

https://ja.hqi.usmc.mil/case\_management\_system(updated).nsf

File Edit View Favorites Tools Help

https://ja.hqi.usmc.mil/case\_management\_system(up...

Military Justice By Command Go  
Court Reporters By Command Go  
Review By Command Go

### Completed/Completed GCM Acquittals

Forms New Military Justice Case Form Go  
Reports QCAR Go  
NAMARA Inbound By Command Go

Post Trial Delay (90 Days) Go  
Summary Court-Martial Military Justice - By Command Go  
Completed Cases Art. 64 Cases Go

**Icon Legend:**

**Military Justice Views**  
Case is being tried forward  
707 Clock is over 89 Days  
Art. 62 Interlocutory Appeal  
**Court Reporter Views**  
Case is being tried forward  
Moreno 1 Clock is over 44 days

**Review Views**  
Case is being tried forward  
Moreno 1 Clock is over 89 days  
Moreno 1 Clock is over 119 days  
Over 14 days after CAA signed to received at NAMARA  
Over 29 days after CAA signed to received at NAMARA

**NAMARA/Post Trial Views**  
Case is being tried forward  
Moreno 1 Clock is over 89 days  
Moreno 1 Clock is over 119 days  
Over 14 days after CAA signed to docketed at NAMARA  
Over 29 days after CAA signed to docketed at NAMARA

Name	Unit	Disposition Date	Days to Trans	Days w/TC	Days w/MJ	Days to Auth	Days in Reporters	Date To Review	Days SJAR to SJA	Days w/SJA	Days to SJAR	SJAR Signed	Days w/CA	Days to CAA	CAA Signed	Days in Review	Post Trial Clock
1	▼ 2011		0	0	0	0	0		0	0	0	0	0	1		0	0
1	▼ Kaneohe Bay		0	0	0	0	0		0	0	0	0	0	1		0	0
1	▼ 3d MarDiv		0	0	0	0	0		0	0	0	0	0	1		0	0
	Scott 12th Marines	04/05/2011	0	0	0	0	0	04/05/2011	0	0	0	04/05/2011	0	1	04/04/2011	0	0
1	JE		0	0	0	0	0		0	0	0	0	0	1		0	0

Done

Internet 100%

- e. Completed SPCM Acquittals – This report contains all completed special court-martial acquittals. See “Post Trial\Moreno 1 & 2” report descriptions above for details about the columns.

The following icons will show on the left hand side of the NAMARA reports:

- **Forward Deployed** (The bomb will show up if a case is marked as being a forward case)
- **Moreno 1 Clock is over 89 days**
- **Moreno 1 Clock is over 119 days**
- **Over 14 days after CAA to docketed at NMCCA**
- **Over 29 days after CAA to docketed at NMCCA**



## 8) Adhoc Reports

- a. **QCAR Report:** The QCAR Report captures the quarterly criminal activity report numbers, required by Departmental regulations. In addition to providing the numbers for the QCAR, users may select any date range to review local military justice statistics. For instance, users input the data as indicated by the example below:



The screenshot shows a Microsoft Internet Explorer window with the address bar displaying [https://ja.hqi.usmc.mil/Case\\_Management\\_System.nsf](https://ja.hqi.usmc.mil/Case_Management_System.nsf). The browser's menu bar includes File, Edit, View, Favorites, Tools, and Help. The address bar also contains a search box with the text "Live Search". The main content area of the browser displays the title "QCAR Request." in a large, bold, serif font. Below the title, there are two input fields for dates: "Start Date:" with the value "10/1/2010" and "End Date:" with the value "1/31/2010". Below these fields is a button labeled "Run Report". At the bottom of the form, there is a status message in a light blue box that reads "Your report is being compiled. Please be patient." The browser's status bar at the bottom shows "Done" on the left and "Internet" on the right.

And the report appears as follows:

https://ja.hq1.usmc.mil/case\_management\_system(updated).nsf - Microsoft Internet Explorer provided by NMCI

https://ja.hq1.usmc.mil/case\_management\_system(updated).nsf

File Edit View Favorites Tools Help

https://ja.hq1.usmc.mil/case\_management\_system(up...

CRIMINAL ACTIVITY, DISCIPLINARY INFRACTIONS AND  
COURTS-MARTIAL REPORT

Report Start Date: 1/1/2011  
Report End Date: 6/10/2011

	PERSONNEL CONVICTED		ACQUITTED	
Type of Action	CONUS	OVERSEAS	CONUS	OVERSEAS
General COURTS-MARTIAL	15	5	2	1
Special COURTS-MARTIAL	49	7	3	0

**DISCHARGES ADJUDGED BY COURTS-MARTIAL**

	CONUS			OVERSEAS		
Type of Court	DD	BCD	OD	DD	BCD	OD
General COURTS-MARTIAL	4	8	0	1	2	0
Special COURTS-MARTIAL	0	46	0	0	7	0

**DISPOSITION OF DRUG ABUSE OFFENSES**  
(total number, not just convictions)

General COURTS-MARTIAL:	4
Special COURTS-MARTIAL:	20

**DISPOSITION OF SEXUAL ASSAULT OFFENSES**  
(total number, not just convictions)  
(sexual assault is defined in reference (d))

General COURTS-MARTIAL:	9
Special COURTS-MARTIAL:	0

Done

Internet 100%

- b) **Litigation Report:** The Litigation Report displays the number of special and general court-martials, along with acquittals broken out into CONUS cases and OCONUS cases. Users run this report by entering the desired date range. The report pulls all cases which have a disposition date between the dates provided.

**LITIGATION REPORT**

Report Start Date: 1/1/2011  
Report End Date: 6/16/2011

**CONUS CASES**

Type of Courts-Martial	Uncontested	Contested	Unknown Contested	Total	Acquittals
General Courts-Martial	9	5	3	17	2
Special Courts-Martial	39	6	12	59	3

**OCONUS CASES**

Type of Courts-Martial	Uncontested	Contested	Unknown Contested	Total	Acquittals
General Courts-Martial	6	0	0	6	1
Special Courts-Martial	9	0	0	9	0

## Chapter 3

### Military Justice

**Introduction:** The Military Justice section of CMS covers cases in the pretrial and trial phases, from date of receipt of an RLS or other notification of a military justice case through the date of sentencing or alternate disposition of a case.

**Accused Information Tab:** This tab covers the accused's personal information including command information, contained in the RLS or in the MCTFS database (3270). Enter the date and type of any pretrial restraint, including pretrial restriction or military or civilian confinement (IHCA for military purposes). The command information identifies who will have oversight over the case. If you are part of a forward LSSS, send the command structure of the units your LSSS supports to JAI. If the units do not fall under your Command structure in CMS, JAI has the ability to add or delete commands.

The screenshot shows the 'Accused Information' tab in the CMS system. The browser address bar indicates the URL is [https://ja.hqi.usmc.mil/case\\_management\\_system\(updated\).nsf](https://ja.hqi.usmc.mil/case_management_system(updated).nsf). The page title is 'Marine, I, LCpl, USMC'. The 'Accused Information' tab is selected, showing fields for Last Name (Marine), First Name (Iam), MI, Service (USMC), Rank (LCpl), SSN (1234), MOS (0600), AFADBD (02/06/2010), EAS (02/05/2014), Race (Caucasian), and Gender (Male). There is a 'Pick Command' button. Below these are fields for Site (Camp Pendleton), Command (MarSOC), Unit, Sub Unit (N/A), Legal Team (Echo), and Forward Case?. The 'Pretrial Restraint?' section shows 'Yes' selected, 'Type: Confinement', 'Restraint Date' (07/29/2010), 'Restraint End Date', and '# of Days in Restraint' (322). The 'IHCA?' section shows 'No' selected. At the bottom, 'Total Days in Pre-Trial Restraint: 322' is displayed. The footer includes 'Case Year' (08/01/2010), 'Created By: James Hope', 'Last Edited By: Anthony Kozlana', 'Date Created: 08/02/2010', 'Date Last Edited: 08/10/2011', 'Archive' (No), and 'Destroy Date'.

#### CMS Field Name

Last Name:

#### Description

The full last name of the Accused. [Text Field] (Required Field)

First Name:	The full first name of the Accused. [Text Field] (Required Field)
Middle Initial:	The middle initial of the Accused. [Text Field]
Service:	The branch of service of the Accused. Changing this field will trigger a refresh of the screen. [Drop Down Box] (Required Field)
Rank:	The rank of the Accused. This is dependent upon the service field. [Drop Down Box] (Required Field)
SSN:	The last four digits of the social security number of the Accused. [Number Field] (Required Field)
MOS:	The military occupational specialty code of the Accused. [Number Field] (Required Field)
AFADBD:	The armed forces active duty base date of the Accused. [Date Field] (Required Field)
EAS:	The end of active service date for the Accused. [Text Field] (Required Field)
Race:	The race of the Accused. [Drop Down Box] (Required Field)
Gender:	The gender of the Accused. [Drop Down Box] (Required Field)
Pick Command:	The button that will bring up a pop-up box that will allow the user the ability to select the site, command, unit, sub-unit, and legal team. [Button]
Site:	The location where the case is being processed. The exception to this is the Marine Corps Installations, which is the site for the commands. [Drop Down Box] (Required Field)
Command:	The first general court-martial convening authority (GCMCA) in the accused's chain of command. [Drop DownBox] (Required Field)
Unit	The unit of the accused. The Special Court-Martial convening authority. <i>*If deployed units are outside the command structure contact JAI to add the command to your drop down box.</i> [Drop Down Box] (Required Field)

Sub-Unit:	The immediate command of the Accused, such as the company command or section, if applicable. This may also be the special court-martial convening authority. The commands will appear in the drop down box, only if applicable. <i>*If deployed units are outside the command structure, contact JAI to add the command to your drop down box.</i> [Drop Down Box] (Required Field if there is a command applicable)
Legal Team:	The legal team that is processing the case, if applicable. [Drop Down Box]
Forward Case:	Is this case being processed by a forward unit? [Drop Down Box]
Pretrial Restraint:	The Accused was placed into pretrial Restraint. [Drop Down Box]
Type:	The type of pretrial restraint the Accused was placed in. [Drop Down Box] (Pretrial Restraint field must be “Yes”)
Restraint Date:	The date the Accused was placed into pretrial restraint. This starts the RCM 707 clock if 1) there is a date in this field, 2) the type of type of restraint is confinement and 3) the date the accused enters pretrial restraint is before the Preferral Date. [Date Field] (Pretrial Restraint field must be “Yes”) <i>*If pretrial restraint is “no”, this field will not show up.</i>
Restraint End Date:	The date the Accused was released from pretrial restraint if released prior to trial. [Date Field] (Pretrial Restraint field must be “Yes”) <i>*If pretrial restraint is “no”, this field will not show up.</i>
# of days in Restraint:	The number of days the Accused has been in pretrial restraint. This field will give a running number of days the Accused was in pretrial restraint if there is no restraint end date. [Calculated Field] <i>*If pretrial restraint is “no”, this field will not show up.</i>
IHCA:	The Accused is in the hands of civilian authorities, not for military purposes. [Drop Down Box]
IHCA Date of Arrest:	The date the Accused was placed in the hands of civilian authorities, not for military purposes. [Date Field] (IHCA field must be “Yes”)

IHCA Date of Release: The date the Accused was released from the hands of civilian authorities, not for military purposes. [Date Field] (IHCA field must be “Yes”)

# of IHCA days: The calculated number of days the Accused was in the hands of civilian authorities. This field will give a running number of days the Accused was in pretrial restraint if there is no restraint end date. [Calculated Field]

Total days in pre-trial restraint: The calculated number of days the Accused has been in pretrial restraint and in the hands of civilian authorities. This field will give a running number of days the Accused was in both locations if there is no restraint end date. [Calculated Field]

**Case Information Tab:** This tab contains fields for entry of essential dates for managing the case, excludable delay time, alternate disposition information, and case notes and allows uploading of case documents. Enter the preferral, referral, arraignment, motions, and trial dates. In this section enter all speedy trial excludable delay time immediately after it is granted. Enter alternative disposition information if applicable. Finally, enter case notes you want to appear on the CMS military justice report and upload documents into the case, if desired.

The screenshot shows the 'Case Information' tab in the CMS system. The form is organized into several sections. The top section includes 'Case #', 'Court Type' (a dropdown menu showing 'SPCM'), 'Art. 32' (a dropdown menu showing 'No'), 'Convening Authority' (a text field with '1ST MSOB, MARS'), 'Court-Martial Location' (a text field with 'CAMPEN, CA'), and a 'Capital Case' checkbox. Below this are date fields: 'Date RLS Received' (08/02/2010), 'Date Preferred' (08/06/2010), 'Preferred Chgs to Defense' (08/06/2010), 'Date Referred' (08/10/2010), 'Date Accused Served' (08/10/2010), and 'Arraignment/MFD Date' (08/31/2010). The next section includes 'RCM 707 Date' (11/26/2010), 'RCM 707 Clock' (33), 'Motions Date(s)' (empty), 'Trial Date' (10/14/2010), and 'Post Trial Session' (empty). There is also an 'Excludable Delay' dropdown menu set to 'No'. Below these are fields for 'Start Date', 'End Date', '# of Days', and 'Responsible Party'. The 'Alternative Disposition' section includes a 'No' dropdown and an 'Alternative Disposition Date' field. The 'Art. 62 Interlocutory Appeal' section includes a 'No' dropdown, 'Date of Adverse Ruling', 'Date Appeal Filed', 'Date of Court's Ruling', and 'Days to Ruling'. The 'Remarks' section has a text area with 'G/D 10/14'. The 'Attachments' section has a 'Browse...' button and an 'Upload' button. At the bottom, there is a 'Save and Close' button. The footer includes 'Case Year' (08/01/2010), 'Created By' (James Hope), 'Last Edited By' (Anthony Koziana), 'Date Created' (08/02/2010), 'Date Last Edited' (08/16/2011), 'Archive' (No), and 'Destroy Date'. The user is identified as 'Marine, I, LCpl, USMC'.

<u>CMS Field Name</u>	<u>Description</u>
Case #:	The case number for the case. [Text Field]
Court Type:	The type of court for this case. [Drop Down Box] (Required Field)
Art. 32:	Drop down box allows entry indicating there is an Article 32 hearing and opens the 32 information tab. [Drop Down Box] (This will open up the Article 32 tab)
Convening Authority:	The name of the command convening the court-martial. [Text Field] (Required Field)
Court-Martial Location:	The physical location of the Court-Martial. [Text Field] (Required Field)



Capital Case:	Allows clerks to check the box indicating the case is referred capital. [Check Box]
Date RLS Received:	The date the law center receives the request for legal service. [Date Field]
Date Preferred:	The date the charges are preferred. This starts the RCM 707 clock unless the accused has already been in pretrial confinement. [Date Field] (Date RLS Received field must have a date)
Preferred Charges to Defense:	The date the charge sheet is delivered to the defense. [Date Field] (Date Preferred field must have a date)
Date Referred:	The date the charge sheet is referred. [Date Field] (Preferred Charges to Defense field must have a date)
Date Accused Served:	The date the charge sheet was served on the accused. [Date Field] (Date Referred field must have a date)
Arraignment/MFD Date:	Enter either the date any motion for docketing (MFD) is approved by the military judge or the date the accused is arraigned, whichever is earlier. If a MFD is approved, the actual arraignment date will occur on the date of the first Article 39a hearing or another date as determined by the military judge, but need not be captured here. The point of this field is to stop the RCM 707 speedy trial clock. [Date Field] (Date Accused Served field must have a date)
Motions Date(s):	The dates of any motions hearing(s) for the case. [Date Field] (Date Accused Served field must have a date) <i>*This is a single date field. The field will only show one date for the motion. If Motions Date(s) is populated with a date, a second date box will pop up beneath the Motion(s) Date on page refresh. This is for you to add the second date.</i>
Trial Date:	The date trial begins. To capture the dates of multiple day trials enter the dates in the remarks field. [Date Field] (Date Accused Served field must have a date)(Required Field)
Post Trial Session:	The date of any post trial session for this case. [Date Field] (Date Disposition field must have a date)
RCM 707 Date:	The last date to arraign the accused for the speedy trial delay. Calculated by 120 days from date of entry into pretrial

	confinement date, IHCA date, or the Preferral date minus excludable delay. A date entered into the Arraignment/MFD field stops the clock. [Calculated Field]
RCM 707 Clock:	The current number of days on the RCM 707 Clock including excludable delay if entered. The clock starts when either the pretrial confinement date, IHCA date, or the date of preferral is entered and stops when the Arraignment/MFD date is entered. This number will be recalculated once excludable delay is entered. [Calculated Field]
Excludable Delay?:	Captures whether any excludable delay was granted by the convening authority or military judge by a yes or no drop down box. [Drop Down Box] (Required)
Excludable Delay:	If there is excludable delay in the case, it must be entered here. The button will bring up a pop-up box that allows the user the ability to add and remove excludable delay. [Button]
Update:	This will allow you to update the screen to show the added, removed or modified excludable delay. This will also allow you to update the data for the RCM 707 Date and Clock. [Check Box]
Start Date:	The date that the excludable delay started. [Date Field]
End Date:	The date that the excludable delay ended. [Date Field]
# of Days:	The calculated number of days for the excludable delay. This field will give the total number of days. [Calculated Field]
Responsible Party:	The responsible party for requesting the excludable delay. The responsible party can be the TC, DC, MJ, or CA. [Drop Down Box]
Alternative Disposition:	Was there an alternative disposition in this case? If so, drop down box allows entry of yes or no. [Drop Down Box]
Type of Alternative	The type of alternative disposition in this case. [Drop Down Box] Disposition: (Alternative Disposition field must be "Yes")
Alternative Disposition Date:	The date of the alternative disposition in this case. [Drop Down Box] (Alternative Disposition field must be "Yes")

Remarks: Remarks for the Military Justice section for the case. These are the remarks that will show on the Reports. [Text Field]

Attachments: There were military justice attachments to be kept for the case. [Upload Button]

**Victim/Witness Assistance Program (VWAP) Tab:** This tab tracks VWAP data required for annual reporting and provides information to track victims and witnesses for later trial or appellate court proceedings, clemency and parole hearings. Enter the victim or witness information for the case, including the victim(s)' or witness(es)' name(s), address(es), and phone number(s), the date the DD Form 2701, DD Form 2702, DD Form 2703, and DD Form 2704 were delivered or signed, and note the serving official for those documents (i.e. the person who delivered the forms).

### CMS Field Name

### Description

VWAP:	Was there a victim(s) or witness(es) in this case? [Drop Down Box](Required Field)
VWAP Certification Official:	The last name of the official who certifies whether there is a victim or witness in the case. [Text Box] (Required Field) (VWAP field must be Checked)
Add VWAP Information:	The button that will bring up a pop-up box that will allow the user the ability to select the VWAP Information for the case. [Button]

**VWAP**

Save and Close Cancel

Victim/Witness: - [v]  
Service: - [v]  
Last Name: [text]  
Address: [text]  
Sex: - [v]  
Race: - [v]  
Aggravated Assault: ☐ Aggravated Assault/Homicide  
Circumstances: - [v]  
☐ Retiree ☐ Federal Employee ☐ Dependent ☐ Contractor ☐ Other

Victim Type: - [v]  
Rank: [v]  
First Name: [text]  
Phone Number: [text]  
Age: [text]  
Relationship: - [v]  
Email Address: [text]  
Injury Type: - [v]

DD 2701: [?] [text] Serving Official for DD2701: [text]  
DD 2702: [?] [text] Serving Official for DD2702: [text]  
DD 2703: [?] [text] Serving Official for DD2703: [text]  
DD 2704: [?] [text] Serving Official for DD2704: [text]

- Update: This will allow you to update the screen to show the added, removed or modified VWAP Information for this case. [Check Box]
- Victim/Witness: They were a victim or a witness in the case. [Drop Down Box] (Required Field)
- Victim Type: The type of victim they were for this case. [Drop Down Box]
- Service: The branch of service of the victim or witness or if they were civilian. [Drop Down Box]

Rank:	The rank of the victim or witness if military or their title if civilian. [Drop Down Box]
Last Name:	The full last name of the victim or witness. [Text Field] (Required Field)
First Name:	The full first name of the victim or witness. [Text Field] (Required Field)
Address:	The full address of the victim or witness. [Text Field]
Phone Number:	The full phone number of the victim or witness. [Text Field]
Sex:	The sex of the victim or witness. [Drop Down Box]
Age:	The age of the victim or witness. [Drop Down Box]
Race:	The race of the victim or witness. [Drop Down Box]
Relationship:	The relationship to the accused. [Drop Down Box]
Aggravated Assault:	The case was an aggravated assault case. [Check Box]
Email Address:	The e-mail address of the victim or witness. [Text Field]
Circumstances:	The circumstance of the aggravated assault. [Drop Down Box]
Injury Type:	The type of injury the victim or witness suffered in the case. [Drop Down Box]
Retiree:	The victim or witness was a retiree. [Check Box]
Federal Employee:	The victim or witness was a federal employee. [Check Box]
Dependant:	The victim or witness was a dependant. [Check Box]
Contractor:	The victim or witness was a contractor. [Check Box]
Other:	The victim or witness was of another category. [Check Box]
DD 2701 Date:	The date that the DD 2701 form was served. [Date Field]
Serving Official for the DD 2701:	The Official that issued the DD 2701 form. Usually an NCIS agent, CID investigator or MP. [Text Field]

DD 2701 Help:	This button will bring up a short description of this document and when this document is supposed to be completed and by whom. [Button]
DD 2702 Date:	The date that the DD 2702 form was served. [Date Field]
Serving Official for the DD 2702:	The Official that issued the DD 2702 form, usually the TC. [Text Field]
DD 2702 Help:	This button will bring up a short description of this document and when this document is supposed to be completed and by whom. [Button]
DD 2703 Date:	The date that the DD 2703 form was served. [Date Field]
Serving Official for the DD 2703:	The Official that issued the DD 2703 form, usually the TC. [Text Field]
DD 2703 Help:	This button will bring up a short description of this document and when this document is supposed to be completed and by whom. [Button]
DD 2704 Date:	The date that the DD 2704 form was completed. [Date Field]
Serving Official for the DD 2704:	The Official that issued the DD 2704 form – the TC. [Text Field]
DD 2704 Help:	This button will bring up a short description of this document and when this document is supposed to be completed and by whom. [Button]

**Court Personnel Tab:** This tab documents the names of essential court personnel, including: the trial counsel (TC), defense counsel (DC) (including detailed DC, civilian DC and/or an individual military counsel (IMC) and military judge. Trial counsel may also input case notes for this case.

The screenshot shows a web browser window displaying the 'Court Personnel' tab of a case management system. The browser address bar shows the URL: https://ja.hqi.usmc.mil/case\_management\_system(updated).nsf. The page title is 'Marine, I, LCpl, USMC'. The form contains several sections: 'TC Service' (USMC), 'TC Rank' (Capt), 'TC' (Smith), 'TC Notes' (a large text area), 'ATC Service' (USMC), 'ATC Rank' (-), 'ATC' (empty), 'DC Service' (USMC), 'DC Rank' (Capt), 'DC' (Johnson), 'MJ Service' (USMC), 'MJ Rank' (LtCol), 'MJ' (Brown), 'Civilian Defense Counsel (CDC)?' (No), 'Individual Military Counsel (IMC)?' (No), 'CDC Last Name' (empty), 'IMC Last Name' (empty), 'CDC Title' (-), and 'IMC Rank' (-). There are 'Save and Close' and 'Cancel' buttons at the top left. At the bottom, there is a 'Case Year' dropdown (06/01/2010), 'Created By' (James Hope), 'Last Edited By' (Anthony Kozlana), 'Date Created' (08/02/2010), 'Date Last Edited' (06/16/2011), 'Archive' (No), and 'Destroy Date' (empty). An 'Error on page.' message is visible at the bottom left.

<u>CMS Field Name</u>	<u>Description</u>
TC Service:	The trial counsel's service. [Drop Down] (Required Field)
TC Rank:	The trial counsel's rank. [Drop Down] (Required Field)
TC:	The trial counsel's last name. [Text Field] (Required Field)
ATC Service:	The assistant trial counsel's service. [Drop Down]
ATC Rank:	The assistant trial counsel's rank. [Drop Down]
ATC:	The assistant trial counsel's last name, if any. [Text Field]
DC Service:	The defense counsel's service. [Drop Down] (Required Field)



DC Rank:	The defense counsel's rank. [Drop Down] (Required Field)
DC:	The defense counsel's last name. [Text Field] (Required Field)
MJ Service:	The military judge's service. [Drop Down] (Required Field)
MJ Rank:	The military judge's rank. [Drop Down] (Required Field)
MJ:	The military judge's last name. [Text Field] (Required Field)
TC Notes:	Trial Counsel Case Notes. TC may enter any case chronology or other notes about the case – items will not appear in Remarks section on the MilJus Report. [Rich Text Field]
CDC:	A yes or no field to indicate whether there is a civilian defense counsel detailed. [Drop Down Box]
CDC Full Name:	The civilian defense counsel's full name. [Text Field] (CDC field must be "Yes")
CDC Title:	The civilian defense counsel's title. [Drop Down] (CDC field must be "Yes")
IMC:	A yes or no field to indicate whether there is a individual military counsel detailed. [Drop Down Box]
IMC:	The individual military counsel's full name. [Text Field] (CDC field must be "Yes")
IMC Rank:	The individual military counsel's rank. [Drop Down] (CDC field must be "Yes")
SCMO Last Name:	The summary court-martial officer's last name. [Text Field] (Court Type field must be "SCM")
SCMO First Name, MI:	If the court type is SCM, The summary court-martial officer's first name and middle initial. [Text Field] (Court Type field must be "SCM")
Service:	If the court type is SCM, The summary court-martial officer's branch of service. [Drop Down Box] (Court Type field must be "SCM")

Rank: If the court type is SCM, The summary court-martial officer's rank. [Drop Down Box] (Court Type field must be "SCM")

Unit: If the court type is SCM, The summary court-martial officer's unit. [Text Field] (Court Type field must be "SCM")

**Preferral:** This tab documents all the charges that were preferred for the case. Once the trial counsel prefers the charges you must enter each charge and specification here using the drop down fields to capture the number and title of charge(s) and each specification. You should also check one of the blocks for the “offense type” as appropriate (e.g, Alcohol related, Child pornography, Domestic Violence, Sex Offense, etc.) if one of the offense types is applicable to any of the charges or specifications in the case. Consult the TC or MJO if the CMS help list under the question mark icon does not answer your question.

### CMS Field Name

### Description

- |                    |  |
|--------------------|--|
| Offense Types:     | The type of offenses charged upon preferral. You may choose more than one and must include all. [Check Box]                      |
| Offense Type Help: | This will bring up definitions for the Offense Types. [Button]   |
| Add Charges:       | Button for a pop-up box, to select the charge, paragraph, description, and occurrences during the preferral of charges. [Button] |

https://ja.hqi.usmc.mil/case\_management\_system(updated).nsf/PickCharges - Microsoft Internet Ex...

https://ja.hqi.usmc.mil/case\_management\_system(updat... Live Search

File Edit View Favorites Tools Help

https://ja.hqi.usmc.mil/case\_management\_system(up...

Charge: -

Paragraph: N/A

Description: N/A

Specifications: 1

Add Charge Remove Charge

Charge #	Charge	Paragraph	Description	Specifications
1	Art. 112a	2	N/A	
2	Art. 86	3	N/A	

Save Cancel

Done Internet 100%

**Update:** Allows updating of charges and specifications. This will also push the charges entered to the referral tab. [Check Box]

**Charge #:** The sequential numbers of the charge in order as you enter the charges. This number is used to remove the charge.

[Calculated Field]

Charge:	Drop down box for entry of the appropriate UCMJ article for each charge. [Drop Down Box] and [Calculated Field]
Paragraph:	Drop down box for entry of the subparagraph for the UCMJ article for each charge. For instance – Article 92, subparagraph 2 – 92(2). [Drop Down Box] and [Calculated Field]
Description:	Drop down box with description of the paragraph of the charge. [Drop Down Box] and [Calculated Field]
Specifications:	The number of specifications preferred under the charge. For example, if the accused is charged with 3 specifications of Larceny under Article 121, UCMJ, enter 3 occurrences. [Number] and [Calculated Field]

**Referral:** This tab documents the charges and specifications referred. Once the convening authority refers the charges you must enter each charge and specification here using the drop down fields to capture the number and title of charge(s) and each specification. As with Preferral tab, you should update the offense type(s) if necessary. Consult the TC or MJO if you have a question about this.

https://ja.hqi.usmc.mil/case\_management\_system(updated).nsf - Microsoft Internet Explorer provided by NMCI

https://ja.hqi.usmc.mil/case\_management\_system(updated).nsf

File Edit View Favorites Tools Help

https://ja.hqi.usmc.mil/case\_management\_system(up...

Save and Close Cancel

Marine, I, LCpl, USMC

Military Justice Court Reporters Review Post Trial

Accused Information Case Information VWAP Court Personnel Preferral Referral Art 32 PTA SILT Findings Disposition

Offense Types: ☐ Alcohol Related ☐ Drug Related ☐ Hazing ☐ Orders Violation ☐ UA/Des Due to War  
☐ Child Pornography ☐ Fraternization ☐ Lautenberg ☐ Sex Offense (adult)  
☐ Domestic Violence (adult) ☐ Gang Related ☐ Law of Armed Conflict Offense ☐ Sex Offense (child)  
☐ Domestic Violence (child) ☐ Hate Crime ☐ Novel Specification Under Art. 134 ☐ Sexual Harassment

Modify Charges ☒ update

Charge	Paragraph	Description	Specifications
Art. 112a	2	N/A	
Art. 86	3	N/A	

Save and Close

Marine, I, LCpl, USMC

Case Year 08/01/2010

Created By: James Hope  
Last Edited By: Anthony Koziana  
Archive No

Date Created: 08/02/2010  
Date Last Edited: 08/10/2011  
Destroy Date

Error on page.

### CMS Field Name

### Description

Offense Types:	The type of offenses charged upon referral. You may choose more than one. [Check Box]
Offense Type Help:	This will bring up definitions for the Offense Types. [Button]
Modify Charges:	Brings up a pop-up box to allow entry of charge, paragraph, description, and occurrences during the referral of charges. [Button]
Update:	Allows updating of charges and specifications and pushes the charges /specifications to the findings tab. [Check Box]
Charge #:	The sequential numbers of the charge in order as you enter the charges. This number is used to remove the charge.

[Calculated Field]

Charge:	Drop down box for entry of the appropriate UCMJ article for each charge. [Drop Down Box] and [Calculated Field]
Paragraph:	Drop down box for entry of the subparagraph for the UCMJ article for each charge. For instance – Article 92, subparagraph 2 – 92(2). [Drop Down Box] and [Calculated Field]
Description:	Drop down box with description of the paragraph of the charge. [Drop Down Box] and [Calculated Field]
Specifications:	The number of specifications preferred under the charge. For example, if the accused is charged with 3 specifications of Larceny under Article 121, UCMJ, enter 3 occurrences. [Number] and [Calculated Field]

**Article 32:** The Article 32 (Art. 32) tab captures dates applicable to the Article 32 process, information about the Investigating Officer (IO), waiver information (if applicable), the date the Article 33 commander's letter is signed, the date the Article 34 SJA advice letter is signed, the IO, SJA and SPCM convening authority recommendations and transcription process (if applicable). *Article 32 Field must be "Yes" to see this area.*

The screenshot shows a web browser window displaying the 'Article 32' tab of a case management system. The form is titled 'Marine, I, LCpl, USMC'. It contains several sections with dropdown menus and text input fields. The 'IO Service' is set to 'USMC' and 'IO Rank' is 'Pvt'. The 'Article 32 Date or Date of Waiver' is empty. The 'Article 32 Waived' is set to 'No'. The 'Date IO Signed' is empty. The 'IO Recommendation' is set to 'No Action'. The 'Date Article 32 Report to SJA' is empty. The 'Date Article 33 Letter Signed' is empty. The 'Date Article 34 Advice Letter Signed' is empty. The 'SJA Recommendation' is set to 'No Action'. The 'SPCMCA Recommendation' is set to 'No Action'. The 'CA's Action on Article 32' is set to 'No Action'. The 'Date CA's Action on Article 32' is empty. The 'Transcription Requested' is set to 'No'. The 'Court Reporter' and 'Scopist' fields are empty. The 'Date Art 32 Complete To Military Justice' is empty. The 'Time Art 32 In Court Reporters' is empty. The 'Art 32 In Court Hours' is empty. The 'Date Art 32 To Edit' is empty. The 'Court Reporter's Remarks' field is empty. At the bottom, there is a 'Save and Close' button. The footer shows 'Case Year: 08/01/2010', 'Created By: James Hope', 'Last Edited By: Anthony Kozlana', 'Date Created: 08/02/2010', 'Date Last Edited: 08/10/2011', 'Archive: No', and 'Destroy Date'.

## CMS Field Name

## Description

IO Service:	The branch of service of the investigating officer. Changing this field will trigger a refresh of the screen. [Drop Down Box]
IO Rank:	The rank of the investigating officer - tied to IO service field. [Drop Down Box]
IO Last Name:	The full last name of the investigating officer. This should be in initial capitalization. [Text Field]
Date IO was Appointed:	The date the investigating officer was appointed. [Date Field]



Article 32 Date or Date of Waiver:	The date of the Article 32 hearing or waiver date. [Date Field]
Article 32 Waived:	The Article 32 hearing was waived. [Drop Down Box]
Date IO Signed:	The date the IO signed the Article 32 Report. [Date Field] (Article 32 Waived field must be “No”)
IO Recommendation:	Allows entry of IO’s recommendation for disposition of charges. [Drop Down Box] (Article 32 Waived field must be “No”)
Date Article 32 Report to SJA:	The date the Article 32 report was sent to the SJA. [Date Field] (Date IO Signed field must have a date)
Date Article 33 Letter Signed:	The date the SJA signed the Article 33 letter. [Date Field] (Date Article 32 Report to SJA field must have a date)
Date Article 34 Advice Letter Signed:	The date the SJA signed the Article 34 advice letter. [Date Field] (Date Article 33 Letter Signed field must have a date)
SJA Recommendation:	The recommendation the SJA made in the Article 34 letter. [Drop Down Box]
SPCMCA Recommendation:	Allows entry of SPCMCA’s Article 33 letter recommendation regarding disposition in light of the Article 32 report. [Drop Down Box]
CA’s Action on Article 32:	Allows entry of GCMCA disposition decision. [Drop Down Box]
Date CA’s Action on Article 32:	The date the CA took action on the Article 32. [Date Field]
Transcription Requested:	There was a transcription requested. [Drop Down Box]
Court Reporter:	The Court Reporter’s Last Name. [Text Field] (Transcription Requested field must be “Yes”)
Scopist:	The Scopist’s Last Name. [Text Field] (Transcription Requested field must be “Yes”)

Article 32 in Court Hours:	The time the Article 32 took in hours and fractions of hours by tenths of an hour (6 minute increments per .1). [Number Field] (Transcription Requested field must be “Yes”)
Date Article 32 to Edit:	The date the Article 32 started to be edited. [Date Field] (Transcription Requested field must be “Yes”)
Date Article 32 Complete to Military Justice:	The date the completed Article 32 was sent to the military justice. [Date Field] (Transcription Requested field must be “Yes”)
Time Article 32 in Court Reporters:	The time the Article 32 was in the Court Reporter’s office in days. [Calculated Field]
Court Reporter’s Remarks	Remarks for the Court Reporter’s section for the Article 32. [Text Field]

**PTA/SILT:** This tab captures information relating to a pretrial agreement (PTA) or Separation in Lieu of Trial (SILT), if applicable. You should enter the following information regarding the PTA: whether a PTA has been offered and approved, the location of the PTA, the date of approval, and a summary of the terms, including board waiver terms. You should enter the following information regarding a SILT: whether a SILT has been submitted by the defense, the date submitted, the current status, location of the SILT request and whether it was approved or disapproved. *Accused Information must be completed to see this Area.*

The screenshot displays the 'PTA/SILT' tab within the Case Management System. The interface includes a navigation bar with tabs for 'Accused Information', 'Case Information', 'V/WAP', 'Court Personnel', 'Referral', 'Referral', 'Art 32', 'PTA/SILT', 'Findings', and 'Disposition'. The 'PTA/SILT' tab is active, showing fields for 'Pretrial Agreement' (Yes/No), 'Pretrial Agreement Approved' (Approved/Disapproved), 'Pretrial Agreement Administrative Separation Board Waiver', 'Pretrial Agreement Location' (TC), 'Date Pretrial Agreement Approved' (10/06/2010), 'PTA Summary' (a text area with legal text), 'Silt Submitted?' (No), 'Date Submitted', 'SILT Status' (NA), 'SILT Location' (CA), and 'Date SILT Approved/Disapproved'. The bottom section shows 'Case Year' (06/01/2010), 'Created By' (James Hope), 'Last Edited By' (Anthony Koziana), 'Date Created' (08/02/2010), 'Date Last Edited' (08/16/2011), and 'Destroy Date'.

<u>CMS Field Name</u>	<u>Description</u>
Pretrial Agreement?:	Drop down yes or no box indicating whether there was a pretrial agreement in the case. [Drop Down Box]
Pretrial Agreement Approved.	Drop down box yes or no box indicating whether the pretrial agreement was approved in the case. [Drop Down Box] (Pretrial Agreement field must be “Yes”)
Pretrial Agreement Location:	The location of the pretrial agreement. [Drop Down Box] (Pretrial Agreement field must be “Yes”)
Date Pretrial	The date the pretrial agreement was approved. [Date Field]

Agreement Approved:	(Pretrial Agreement field must be “Yes”)
Pretrial Agreement Administrative	The pretrial agreement had an administrative separation board waiver. [Drop Down Box] (Pretrial Agreement field must be Separation Board Waiver: “Yes”)
PTA Summary:	The summary of the pretrial agreement. [Rich Text Field] (Pretrial Agreement field must be “Yes”)
SILT?:	Drop down yes or no box indicating whether there was a separation in lieu of trial in the case. [Drop Down Box]
Date submitted:	The date the separation in lieu of trial was submitted in the case. [Drop Down Box] (SILT field must be “Yes”)
SILT Status:	The status of the separation in lieu of trial. [Drop Down Box] (SILT field must be “Yes”)
SILT Location:	The location of the separation in lieu of trial. [Drop Down Box] (SILT field must be “Yes”)
Date SILT Approved/Disapproved:	The date the separation in lieu of trial was approved or disapproved. [Date Field] (SILT field must be “Yes”)

**Findings:** This tab captures the outcome of the case on the merits (guilty or not guilty). You must enter whether the accused was found guilty or not guilty (whether) by members or military judge) for each charge and specification. You must also update the offense type. *Date of trial and referral must be completed to see this Area.*

Save and Close Cancel

Marine, I, LCpl, USMC

Military Justice Court Reporters Review Post Trial

Accused Information Case Information VWAP Court Personnel Referral Referral Art. 32 PTA/SILT Findings Disposition

Offense Types: ?

☐ Alcohol Related ☐ Drug Related ☐ Hazing ☐ Orders Violation ☐ UA/Des Due to War  
☐ Child Pornography ☐ Fraternalization ☐ Lautenberg ☐ Sex Offense (adult)  
☐ Domestic Violence (adult) ☐ Gang Related ☐ Law of Armed Conflict Offense ☐ Sex Offense (child)  
☐ Domestic Violence (child) ☐ Hate Crime ☐ Novel Specification Under Art. 134 ☐ Sexual Harassment

Modify Charges ☒ update

Charge	Paragraph	Description	Pleas	Findings	Occurrences	Guilty Specifications
Art. 112a	2	N/A	Guilty	Guilty		
Art. 86	3	N/A	Guilty	Guilty		

Save and Close

Case Year 06/01/2010

Created By: James Hope  
 Last Edited By: Anthony Kozlana  
 Archive: No

Date Created: 08/02/2010  
 Date Last Edited: 06/16/2011  
 Archive Date:   
 Destroy Date:

Marine, I, LCpl, USMC

Error on page.

### CMS Field Name

### Description

Offense Types:	The type of offenses the accused is charged with during the findings. You may choose more than one. [Check Box]
Offense Type Help:	This will bring up definitions for the Offense Types. [Button]
Modify Charges:	The button that will bring up a pop-up box that will allow the user the ability to select the charge, paragraph, description, occurrences, pleas, and findings during the findings. [Button]
Update:	This will allow you to update the screen to show the added, removed or modified charges for this case. [Check Box]

Charge: -

Paragraph: N/A

Description: N/A

Specifications:

Add Charge Remove Charge

☒ Update Pleas and Findings

Charge #	Charge	Paragraph	Description	Pleas	Findings	Specifications	Guilty Specifications
1	Art. 112a	2	N/A	N/A	N/A		N/A
2	Art. 86	3	N/A	N/A	N/A		N/A

Save Cancel

**Charge #:** The sequential numbers of the charge in order as you enter the charges. This number is used to remove the charge. [Calculated Field]

**Charge:** The charge or charges that the accused is being tried for. This lists all the punitive articles of the UCMJ. [Drop Down Box] and [Calculated Field]

**Paragraph:** The paragraph of the charge that the accused is being tried for. This lists all the paragraphs for the punitive articles of the UCMJ. [Drop Down Box] and [Calculated Field]

Description:	The description of the paragraph of the charge that the accused is being tried for. This lists all the descriptions of the paragraphs for the punitive articles of the UCMJ, if applicable. [Drop Down Box] and [Calculated Field]
Specifications:	The number of specifications with a finding of guilty. [Number] and [Calculated Field]
Update Plea(s)/Findings:	Check this to enable the pleas and findings for the case. [Check Box]
Plea(s):	The pleas the accused made for each charge. [Drop Down Box] and [Calculated Field]
Findings:	The findings the judge made for each charge. [Drop Down Box] and [Calculated Field]

**Disposition:** This tab captures the date of disposition, the composition of the fact finder (members with enlisted, officer members or military judge alone), the sentence adjudged, military judge's clemency recommendation(s), if any, the amount of credit awarded for pretrial confinement, if any, and the date the record is provided to the Court Reporters. Once you enter all of this information, you must enter the date the record is provided to the Court Reporters in order to move the CMS case record electronically to the Court Reporter report. *Date of trial must be completed to see this Area.*

https://ja.hqj.usmc.mil/case\_management\_system(updated).nsf - Microsoft Internet Explorer provided by NMCI

https://ja.hqj.usmc.mil/case\_management\_system(updated).nsf

File Edit View Favorites Tools Help

https://ja.hqj.usmc.mil/case\_management\_system(up...

Save and Close Cancel

Marine, I, LCpl, USMC

Military Justice Court Reporters Review Post Trial

Accused Information Case Information VWAP Court Personnel Preferral Referral Art. 32 PTA SILT Findings Disposition

Disposition Type: Pending Entry

Contested: No

Composition: MJ Alone

Review Type: Art. 66 Review

Discharge: BCD

Confinement: Less than a year

Forfeitures: Yes

Reduction: Yes

Fine: No

Confinement Amount: 77 DAS

Forfeiture Amount: \$900 X 2 MOS

Reduction Grade: Pvt

Fine Amount:

Restriction: No

Other Punishment: No

Judge's Recommendation:

Pretrial Credit (# of Days): 77

Restriction Amount:

Other Punishment Description:

Disposition Date (Date To Court Reporters): 10/14/2010

Save and Close

Marine, I, LCpl, USMC

Case Year: 06/01/2010

Created By: James Hope

Last Edited By: Anthony Koziana

Date Created: 08/02/2010

Date Last Edited: 06/16/2011

Archive: No

Destroy Date:

Error on page.

### CMS Field Name

### Description

Disposition Type:	The type of disposition in the case. [Drop Down Box] (Required Field)
Contested:	The case was contested. [Drop Down Box] (Required Field)
Composition:	The composition of the contested case. [Drop Down Box] (Required Field)
Review Type:	The review type of the case. [Auto-populated Text Field] *Uses the disposition data to determine what type of post-trial appellate review is required, if any. Art. 66, 69(a), or 64 review.



Discharge:	The type of discharge the accused received. [Drop Down Box] (Required Field)
Confinement:	Was there confinement in the case and what was the timeframe of the confinement [Drop Down Box] (Required Field)
Confinement Amount:	The actual time in confinement that was adjudged in the case. [Text Field] (Confinement field must be “1 Year or More” or “Less than a year”)
Forfeitures:	Was there forfeitures in the case? [Drop Down Box] (Required Field)
Forfeiture Amount:	The amount of forfeitures that were adjudged in the case. [Text Field] (Forfeitures field must be “Yes”)
Reduction:	Was there a rank reduction in the case. [Drop Down Box] (Required Field)
Reduction Grade:	The rank the accused was reduced to in the case. [Drop Down Box] (Reduction field must be “Yes”)
Fine:	Was there a fine in the case. [Drop Down Box] (Required Field)
Fine Amount:	The fine that was adjudged in the case. [Text Field] (Fines field must be “Yes”)
Restriction:	Was there restriction in the case. [Drop Down Box] (Required Field)
Restriction Amount:	The amount of restriction that was adjudged in the case. [Text Field] (Restriction field must be “Yes”)
Other Punishment:	Was there another type of punishment in the case. [Drop Down Box] (Required Field)
Other Punishment Description:	Any other punishment adjudged in the case. [Text Field] (Other Punishment field must be “Yes”)
Judge’s Recommendation:	Military judge’s recommendation(s) for clemency, etc. [Text Field]
Disposition Date:	The date that the accused was sentenced in the case. [Date

(Date to Court Reporters) Field] (VWAP, VWAP Serving Official(s), must be completed)  
*\*This field moves the case to the Court Reporters Report.*

**Miscellaneous:** The information in the footer of the case file is miscellaneous data. This data will show across all tabs of the Case.

<b><u>CMS Field Name</u></b>	<b><u>Description</u></b>
Case Year:	The Calendar year that the case occurs. Depending on where it is processing the case year can change. [Calculated Field]
Created By:	The user who initially created the case. This will never change. [Calculated Field]
Date Created	The date that the case was created. [Calculated Field]
Last Edited By:	The user who last edited the case. This will change every time the user saves and closes the case. [Calculated Field]
Date Last Edited:	The date that the case was last edited. [Calculated Field]
Archive:	The case is archived. Only cases that don't go to NAMARA for post-trial review will be archived. [Drop Down Box]
Archive Date:	The date that the case was archived. This date will be calculated on the date that the Archive field is changed to "Yes"[Calculated Field]
Destroy Date:	The date that the case can be destroyed. This is regulated by the Disposal Manual. This will depend on the Court Type Field as to when the date will be generated. [Calculated Field]

## Chapter 4

### Court Reporters

**Introduction:** The Court Reporter category captures data relating to the post-trial transcription and authentication of records of trial in preparation for the appellate review process. You will enter, track, and update all data that is relevant to the transcription and authentication process. A complete list of all fields is listed in below.

**Transcription:** The first form captures the transcription process, including, Court Reporter and Scopist information and date fields to track the case.

**Authentication:** The second form captures the authentication process, including the dates the record of trial is sent and received by the Trial Counsel and Military Judge, date of authentication and other key dates.

**Post-Trial Clock:** The Post-Trial Clock is based on the timelines established *US v. Moreno*. The government has 120 days from the date of sentencing until the date of the convening authority's action and 30 days from the date of the convening authority's action to the date the NMCCA docket the case at the Navy Yard. The CMS post-trial clock starts when a clerk enters the date of disposition and continues through the Review process until appellate review is completed (for our purposes, The review report is only through receipt by NAMARA). The CMS Post-trial clock also triggers icons to assist in tracking case timelines.

**Summary Courts-Martial:** Summary courts-martial (SCM) and Alternative Dispositions do not require transcription or authentication. If the case is a SCM or Alternative Disposition, the Court Reporter section will be hidden and you will be taken to the next appropriate area.

**Miscellaneous Court Reporter Form:** This form is for court reporters to enter court reporting activities that do not start in the military justice section.

https://ja.hqi.usmc.mil/case\_management\_system(updated).nsf - Microsoft Internet Explorer provided by NMCI

https://ja.hqi.usmc.mil/case\_management\_system(updated).nsf

File Edit View Favorites Tools Help

https://ja.hqi.usmc.mil/case\_management\_system(up...

Cancel Save and Close

### Court Reporter Misc Case

<b>Last Name</b> <input type="text"/>	<b>First Name</b> <input type="text"/>	<b>Middle Initial</b> <input type="text"/>	<b>Service</b> <input type="text"/>	<b>Rank</b> <input type="text"/>	
<b>SSN</b> <input type="text"/>	<b>MOS</b> <input type="text"/>	<b>AFADBD</b> <input type="text"/>	<b>EAS</b> <input type="text"/>	<b>Race</b> <input type="text"/>	<b>Gender</b> <input type="text"/>

Pick Command

<b>Site</b> <input type="text"/>	<b>Command</b> <input type="text"/>	<b>Unit</b> <input type="text"/>	<b>Sub Unit</b> <input type="text"/>	<b>Legal Team</b> <input type="text"/>
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				<b>NAME</b>	<b>INITIALS</b>
			TC	<input type="text"/>	<input type="text"/>
			ATC	<input type="text"/>	<input type="text"/>
			DC	<input type="text"/>	<input type="text"/>
			MJ	<input type="text"/>	<input type="text"/>
			CDC	<input type="text"/>	<input type="text"/>
			IMC	<input type="text"/>	<input type="text"/>
			NJP Officer	<input type="text"/>	<input type="text"/>
			EEO Counselor	<input type="text"/>	<input type="text"/>

<b>Court Type</b> <input type="text"/>	<b>Court/Hearing Date</b> <input type="text"/>	<b>Current Status</b> <input type="text"/>
<b>Court Reporter</b> <input type="text"/>	<b>Scopist</b> <input type="text"/>	<b>In Court Hours</b> <input type="text"/>
<b>Date To Edit</b> <input type="text"/>	<b>To Trial Counsel</b> <input type="text"/>	<b>Received From Trial Counsel</b> <input type="text"/>
<b>To Military Judge</b> <input type="text"/>	<b>Received From Military Judge</b> <input type="text"/>	<b>Date Completed</b> <input type="text"/>
		<b>Sent To</b> <input type="text"/>

Done

Internet 100%

**Court Reporter Form:** This form is for court reporters to enter information regarding the authentication of the record of trial.

### CMS Field Name

### Description

Date Received in Court Reporters:

The date that the case was received in the Court Reporter office. [Calculated Field] (Disposition field must have date)  
*\*The court reporter gets the case for transcription on the date of the disposition. Auto-populated by entry of the date of disposition.*

Time in Court Reporters:

The number of days the case was in the Court Reporter office, calculated from disposition date to date sent to Review. [Calculated Field]

Post Trial Clock:

The number of days since the date of disposition. This number is started by the disposition date and ends on the date that NAMARA received the case. [Calculated Field]

Review Type:

The type of review required under the Uniform Code of Military Justice (UCMJ) under articles 64, 66, or 69(a).

Article 64 cases are reviewed locally by a judge advocate. Article 66 cases are reviewed by the Navy and Marine Corps Court of Criminal Appeals (NMCCA). Article 69(a) cases are reviewed by the Judge Advocate General. [Auto-populated Text Field] *\*This field will use the selections made throughout the case to determine if the case requires an Art. 66, 69(a), or 64 review.*

Reporter's Rank:	The Court Reporter's Rank. [Drop Down Box]
Reporter's Last Name:	The Court Reporter's last name. [Text Field]
In Court Hours:	How long the case took in hours and fractions of hours by tenths of an hour. [Hours block is a Number Field, the minutes block is a Drop Down Box] (Required Field) <i>*Every 1/10 of an hour equals 6 minutes.</i>
Scopist Rank:	The Scopist's rank. [Drop Down Box]
Scopist's Last Name:	The Scopist's Last Name. [Text Field]
Date to Transcription:	The date the scopist starts transcribing the record of trial. [Date Field] (Required Field)
Supervisor's Rank:	The rank of the supervisor performing the quality control check. [Text Field]
Supervisor's Last Name:	The name of the supervisor performing the quality control check. [Text Field]
Date to Supervisor:	The date the case was sent to the supervisor for quality control check. [Date Field] (Required Field) (In Court Hours field and Date to Transcription field must be entered)
To Trial Counsel:	The date the case was sent to the trial counsel. [Date Field] (Required Field) (Date to Supervisor field must have a date)
Received from Trial Counsel:	The date the case was received from the trial counsel. [Date Field] (Required Field) (To Trial Counsel field must have a date)
To Military Judge:	The date the case was sent to the military judge. [Date Field] (Required Field) (Received from Trial Counsel field must have a date)
Received from	The date the case was received from the military judge.

Military Judge: [Date Field] (Required Field) (To Military Judge field must have a date)

Date of Authentication: The date the case was authenticated by the military judge. [Date Field] (Required Field) (To Military Judge field must have a date)

Date to Review: The date the case was sent to Review. [Date Field] (Required Field) (Date of Authentication field must have a date) *\*This field removes the case from Court Reporters report and moves the case to the Review report.*

Court Reporter Notes: Court Reporter Case Notes. [Rich Text Field]

Court Reporter's Remarks: Remarks for the Court Reporter's section for the case. These are the remarks that will show on the Reports. [Text Field]

Attachments: There were Court Reporter attachments to be kept for the case. [Upload Button]



## Chapter 5

### Review/Post Trial

**Introduction:** The Review category covers the post-trial process from receipt of the authenticated record of trial by the Review office until the record is received by NAMARA or filed locally depending on type of review required. A complete list of all fields for this section is listed below.

**Post-Trial:** The Post-Trial form captures post-trial information for cases that require Article 66 or Article 69 review. In this section, the RCM 1105 and 1106 dates, as well as the convening authority's action dates are tracked.

The screenshot shows a web browser window displaying the 'Post Trial' form. The form is titled 'Post Trial' and has tabs for 'CA Action', 'NAMARA', and 'Article 64'. The form contains several fields for dates and times, including 'Date Received in Review', 'Time in Review', 'Moreno Clock', 'Moreno Clock 2', 'Post Trial Clock', 'Date DC/Accused Served ROT', 'SJAR to SJA', 'SJAR Signed', 'Date Signed SJAR Received in Review', 'Date DC/Accused Served SJAR', 'Date CAA Sent To CA', 'Date CAA/Promulgating Order Signed', 'CAA Number', 'Appellate Leave Approved', 'Date Appellate Leave Approved', 'Date Sent to NAMARA', and 'Mail Certification #'. There is also a 'Review Remarks' section with a text area and an 'Attachments' section with a 'Browse...' button. The form is signed by 'Marine, I, LCpl, USMC'.

CMS Field Name	Description
Date Received in Review:	The date that the case was received in the Review office. [Calculated Field] (Date to Review field must have date)
Time in Review:	The number of days the case was in the Review office. This number is started by the date received in Review and ends on the date sent to NAMARA. [Calculated Field]

Moreno Clock	The calculated number of days since the date of disposition. This (120 Days): number is started by the disposition date and ends on the date that Date CAA Signed. [Calculated Field]
Post Trial Clock:	The calculated number of days since the date of disposition. This number is started by the disposition date and ends on the date that NAMARA received the case. [Calculated Field]
Date DC/Accused Served ROT:	The date the case was served on the accused or defense counsel. [Date Field] (Required Field)
SJAR to SJA:	The date the SJAR was sent to the SJA, unless the case is an Art. 64 review. [Date Field] (Required Field) (Date DC/Accused Served ROT field must have date)
SJAR Signed:	The date the SJAR was signed by the SJA. [Date Field] (Required Field) (SJAR to SJA field must have date)
Date Signed SJAR Received in Review:	The date the signed SJAR was received in the Review office. [Date Field] (Required Field) (SJAR Signed field must have date)
Appellate Review Waived:	Did the accused waive an appellate review? [Drop Down Box]
Date DC/Accused Served SJAR:	The date the signed SJAR was served on the accused or defense counsel. [Date Field] (Required Field) (Date Signed SJAR Received in Review field must have date)
Date CAA Sent to CA:	The date the CA Action was sent to the Convening Authority. [Date Field] (Required Field) (Date DC/Accused Served SJAR field must have date)
Date CAA Signed	The date the CA Action was signed by the Convening Authority. [Date Field] (Required Field) (Date CAA Sent to CA field and CAA Number must have a date)
CAA Number:	The Convening Authorities Action Number. [Text Field]
Appellate Leave Approved:	There was appellate leave and if the convening authority approved it. [Drop Down Box]
Date Appellate Leave Approved:	The date the appellate leave was approved. [Date Field]

Date Sent to NAMARA:	The date the case was sent to NAMARA. [Date Field] (Required Field) (Date CAA Signed field must have date) <i>*This field unlocks the NAMARA Tab.</i>
Mail Certification:	The mail certification number for the case that was sent to NAMARA. [Text Field] (Date CAA Signed field must have date)
Review Remarks:	Remarks for the Review's section for the case. [Text Field]
Attachments:	There were review attachments to be kept for the case. [Upload Button]
Review Notes:	Review Case Notes. [Rich Text Field]

**CA Action:** The CA Action form is where you will enter the charges and sentence that the convening authority acted upon. In the Findings tab under this form, you will enter the charges and the action that the convening authority took on each charge. In the Sentencing tab, you will enter the action the convening authority took on each part of the sentence.

Save and Close Cancel

Marine, I, LCpl, USMC

Military Justice Court Reporters Review/Post Trial

Post Trial CA Action NAMARA Article 64

Findings Sentencing

CA Action ☐ Update

Charge	Paragraph	Description	Pleas	Findings	CA Action	Occurances	Guilty Occurances	Occurances Approved
Art. 112a	2	N/A	Guilty	Guilty				
Art. 86	3	N/A	Guilty	Guilty				

Save and Close

Marine, I, LCpl, USMC

Case Year 06/01/2010

Created By: James Hope

Last Edited By: Anthony Kozlana

Date Created: 08/02/2010

Date Last Edited: 08/16/2011

Archive No

Destroy Date

Error on page.

## Findings

When the pleas and findings are entered into the Findings form you must save the changes before moving to the disposition form.

### CMS Field Name

### Description

CA Action:

The button that will bring up a pop-up box that will allow the user the ability to select the Convening Authorities action for the charges that went to trial [Button]

Update:

This will allow you to update the screen to show the added CA Action for this case. [Check Box]

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https://ja.hqi.usmc.mil/case\_management\_system(updated).nsf/PickCharges?OpenForm&Seq=1#\_RefreshKW\_CA\_Action

File Edit View Favorites Tools Help

https://ja.hqi.usmc.mil/case\_management\_system(up...

Charge: -

Paragraph: N/A

Description: N/A

Specifications:

Add Charge Remove Charge

☒ Update CA Action

Charge #	Charge	Paragraph	Description	Pleas	Findings	CA Action	Specifications	Guilty Specifications	SpecificationsApproved
1	Art. 112a	2	N/A	Guilty	Guilty	Pending Entry			N/A
2	Art. 86	3	N/A	Guilty	Guilty	Pending Entry			N/A

Save Cancel

Done Internet 100%

**Charge:** The charge or charges that the accused is being tried for. [Calculated Field]

**Paragraph:** The paragraph of the charge that the accused is being tried for. [Calculated Field]

**Description:** The description of the paragraph of the charge that the accused is being tried for. [Calculated Field]

**Occurrences:** The number of times the Accused committed this specific charge that they are being tried for. [Calculated Field]

**Plea(s):** The pleas the accused made for each charge. [Calculated Field]

**Finding(s):** The findings the judge made for each charge. [Calculated Field]

**Update CA Action:** Check this to enable the CA Action for the case. [Check Box]

**CA Action:** The Convening Authorities Action that they took in the case. [Drop Down Box] and [Calculated Field]

## CA Action

## Sentencing

https://ja.hqi.usmc.mil/case\_management\_system(updated).nsf - Microsoft Internet Explorer provided by NMCI

Save and Close Cancel

Marine, I, LCpl, USMC

Military Justice Court Reporters Review/Post Trial

Post Trial CA Action NAMARA Article 64

Findings Sentencing

Judicial Sentence:

Discharge: BCD

Confinement: Less than a year 77 DAS

Forfeitures: \$900 X 2 MOS

Reduction: Yes Pvt

Restrictions: No

Fines: No

Other Punishments: No

CA Action:

Pending Entry

Modifications:

None

Save and Close

Case Year: 06/01/2010

Created By: James Hope

Last Edited By: Anthony Kozlana

Date Created: 08/02/2010

Date Last Edited: 06/16/2011

Archive: No

Destroy Date:

Marine, I, LCpl, USMC

Error on page.

### CMS Field Name

### Description

Discharge:	The type of discharge the accused received. [Calculated Field]
CA Action on	The action the convening authority took or recommends taking on the adjudged discharge. Discharge: [Drop Down Box]
Modification on Discharge:	The modification the convening authority made to the discharge. [Drop Down Box]
Confinement (1 <sup>st</sup> box):	The timeframe of the confinement in the case. [Calculated Field]
Confinement (2 <sup>nd</sup> box):	The actual time in confinement that was adjudged in the case.

	[Calculated Field]
CA Action on Confinement:	The action the convening authority took on the confinement. [Drop Down Box]
Modification on Confinement:	The modification the convening authority made to the confinement. [Text Box](Requires CA Action on Confinement to be “Modified”)
Forfeitures (1 <sup>st</sup> box):	There were forfeitures in the case. [Calculated Field]
Forfeitures (2 <sup>nd</sup> box):	The amount of forfeitures that was adjudged in the case. [Calculated Field]
CA Action on Forfeitures:	The action the convening authority took on the forfeitures. [Drop Down Box]
Modification on Forfeitures:	The modification the convening authority made to the forfeitures. [Text Box] (Requires CA Action on Forfeitures to be “Modified”)
Reduction (1 <sup>st</sup> box):	There was reduction in the case. [Calculated Field]
Reduction (2 <sup>nd</sup> box):	The rank the accused was reduced to in the case. [Calculated Field]
CA Action on Reduction:	The action the convening authority took on the reduction. [Drop Down Box]
Modification on Reduction:	The modification the convening authority made to the reduction. [Drop Down Box] (Requires CA Action on Reduction to be “Modified”)
Restriction (1 <sup>st</sup> box):	There was restriction in the case. [Calculated Field]
Restriction (2 <sup>nd</sup> box):	The amount of restriction that was adjudged in the case. [Calculated Field]
CA Action on Restriction:	The action the convening authority took on the restriction. [Drop Down Box]
Modification on Restriction:	The modification the convening authority made to the restriction. [Text Box] (Requires CA Action on Restriction to be “Modified”)
Fines (1 <sup>st</sup> box):	There was a fine in the case. [Calculated Field]

Fines (2 <sup>nd</sup> box):	The fine that was adjudged in the case. [Calculated Field]
CA Action on Fines:	The action the convening authority took on the fines. [Drop Down Box]
Modification on Fines:	The modification the convening authority made to the fines. [Text Box] (Requires CA Action on Fines to be “Modified”)
Other Punishment (1 <sup>st</sup> box):	There was an other type of punishment in the case. [Calculated Field]
Other Punishment (2 <sup>nd</sup> box):	The other punishment that was adjudged in the case. [Calculated Field]
CA Action on Other Punishment:	The action the convening authority took on the discharge. [Drop Down Box]
Modification on Other Punishment:	The modification the convening authority made to the discharge. [Text Box] (Requires CA Action on Other Punishment to be “Modified”)



**NAMARA:** The NAMARA category creates an “accounts receivable” report for the Marine Corps post-trial case load for NAMARA and allows SJAs and HQMC to track cases upon receipt by NAMARA. It also captures the supplemental CMO date and the date the case was returned to the unit by NAMARA.

<u>CMS Field Name</u>	<u>Description</u>
Date Sent to NAMARA:	The date the case is sent to NAMARA. [Calculated Field] (This field is entered in Post Trial Tab)
Date NAMARA Received:	The date the case is received by NAMARA. [Date Field] (Required Field) (Date Sent to NAMARA field must have date)
Date NAMARA Docketed:	The date the case is docketed by NAMARA. [Date Field] (Required Field) (Date NAMARA Received field must have date)
Moreno Clock	The calculated number of days since the date of disposition. This ☹ 30 days – number is started by the disposition date and ends on the date that NAMARA docketed the case. [Calculated Field]

Mail Certification:	The mail certification number for the case that was sent to NAMARA. [Calculated Field] (This field is entered in Post Trial Tab)
Supplemental CMO Signed:	The supplemental court-martial order was signed. [Drop Down Box] (Required Field) (Date NAMARA Docketed field must have date)
Date Supplemental CMO Signed:	The date the supplemental court-martial order was signed. [Date Field] (Required Field) (Date NAMARA Docketed field must have date)
Supplemental CMO Sent to Unit:	The date the supplemental court-martial order was sent back to the unit. [Date Field] (Required Field) (Date NAMARA Docketed field must have date)
NAMARA Remarks:	Remarks for the NAMARA's section for the case. [Text Field]
Attachments:	There were NAMARA attachments to be kept for the case. [Upload Button]
NAMARA Notes:	NAMARA Case Notes. [Rich Text Field]

**Article 64:** This category captures the post-trial command information for cases that require Article 64 review (and do not require Article 66 or Article 69 review). It is primarily for SCMs but is also used for Non - BCD SPCMs and non-GCM acquittals.

### CMS Field Name

### Description

Date Received in Review:	The date that the case is received in the Review office. [Calculated Field] (Date to Review field must have date)
Time in Review:	The number of days the case has been in the Review office. Calculated from the date received in Review to date sent to NAMARA. [Calculated Field]
Post Trial Clock:	The calculated number of days since the date of disposition. Starts on the disposition date and ends on the date that CAA is signed. [Calculated Field]
Date DC/Accused Served ROT:	The date the defense counsel or accused are served a copy of the record of trial. [Date Field] (Required Field)

Date CAA Sent to CA:	The date the CA Action is sent to the Convening Authority. [Date Field] (Required Field) (Date DC/Accused Served SJAR field must have date)
Date CAA Signed:	The date the CA Action is signed by the Convening Authority. [Date Field] (Required Field) (Date CAA Sent to CA must have a date)
Date DC/Accused Served JAR:	The date the defense counsel or the accused are served a copy of the JAR. [Date Field] (Required Field) (Date CAA Signed must have a date)
Date JAR to SJA/ Review Officer:	The date the JAR is sent to the SJA/Review Officer. [Date Field] (Required Field) (Date DC/Accused Served JAR field must have date)
Date JAR Signed:	The date the JAR is signed by the SJA or Review Officer. [Date Field] (Required Field) (Date JAR to SJA/ Review Officer field must have date)
CAA Number:	The Convening Authorities Action Number. [Text Field]
Record Signed by Review Officer:	The date that the case is signed by the Reviewing Officer. [Text Field]
Review Remarks:	Remarks for the Review's section for the case. [Text Field]
Attachments:	There were review attachments to be kept for the case. [Upload Button]
Review Notes:	Review Case Notes. [Rich Text Field]

## Chapter 6

### Advanced Search

The Advanced Search is the primary way to search for a single case or a group of cases based on the criteria you enter. With the Advanced Search, you will be able to find any case within your ability to search. The Advanced Search form has the same basic fields that the Military Justice Case form. A search may be conducted for a case by almost any field or group of fields that are relevant to that search. Once you hit the submit button, a standard report that shows basic information for the cases that meet the search criteria will be generated. The fields on this report were selected to provide a broad overview of a case. This report may not show the fields that you selected in your search. This does not mean that the cases shown do not meet your search criteria, but you may have to open the case to find the required data if it is not visible on the report.

**Administrative Notes:** Text fields are exact field matches. If you type in “Smith” it will find all “Smith” cases. If the case you are looking for is “Smith Jr.” this will not appear in your search. All data that you entered into the Advanced Search form will be used to create the search. The more data that you add to the Advanced Search form, the more narrowly tailored your search results will be.

The screenshot shows a web browser window with the URL [https://ja.hqi.usmc.mil/case\\_management\\_system\(updated\).nsf](https://ja.hqi.usmc.mil/case_management_system(updated).nsf). The browser is Microsoft Internet Explorer provided by NMCI. The page title is "Advanced Search". Below the title, there are tabs for "Military Justice", "Court Reporters", and "Review/Post Trial". The "Military Justice" tab is selected. Under this tab, there are sub-tabs: "Accused Information", "Case Information", "Court Personnel", "Preferral", "Referral", "Art. 32", "PTA/SILT", "Findings", and "Disposition". The "Accused Information" sub-tab is selected. The form contains the following fields:

Last Name	First Name	Service	Rank	Gender
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

SSN	MOS	AFADBD	EAS	Race
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Site	Command	Unit	Sub Unit
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Pretrial Restraint:  IHCA?:

Restraint Start Date	Restraint End Date	IHCA Date of Arrest	IHCA Date of Release
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
To	To	To	To
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>